



# **Nevada Nonpoint Source Pollution Reduction 319(h) Grant Funding Opportunity (GFO) 2026**

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NEVADA DIVISION OF  
**ENVIRONMENTAL  
PROTECTION**

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## Introduction

Nonpoint Source (NPS) pollution is a primary cause of water quality impairments throughout Nevada and the nation. Unlike pollution from discrete sources, such as industrial and sewage treatment plants, NPS pollution comes from many diffuse sources (NAC 445A.309). NPS Pollution is caused by rainfall or snowmelt runoff that mobilizes natural and human-made pollutants as water moves across and through the ground, and deposits them into lakes, rivers, streams, wetlands, and groundwater.

In recent years, the U.S Environmental Protection Agency (USEPA) has increased the [national NPS Program](#)'s focus to improve water quality across the nation and remove impaired waters from the 303(d) list of impaired waters. USEPA emphasizes the development of Total Maximum Daily Loads (TMDLs) and watershed-based plans (WBPs) to help address water quality problems at the watershed level. Implementing these plans is the focus of the [319 Grant Program for States and Territories](#).

The goals of Nevada's NPS Program are to establish, strengthen, and maintain effective partnerships to achieve the vision of restoring and protecting water quality across Nevada. Leverage shared resources and expertise to achieve the vision of effective water management; systematically identify and prioritize impaired watersheds for restoration projects that enhance ecological health and maximize their beneficial uses for communities and ecosystems; protect Nevada's high-quality waters by identifying and prioritizing watersheds that require preservation and implementing proactive measures to maintain standards and/or prevent degradation; execute on-the-ground projects and actions that lead to quantifiable improvements in water quality and measurable reductions in NPS pollutants.

## Funding Description

The NPS Branch within the Nevada Division of Environmental Protection's (NDEP) Bureau of Water Quality Planning (BWQP) is soliciting proposals for **watershed-based plans (WBPs) or implementation projects** that mitigate or protect waters from NPS pollution, in accordance with [EPA's Guidelines for States and Territories, 2024](#).

Watershed planning helps address water quality problems in a holistic manner by fully assessing the potential contributing causes and sources of pollution, then prioritizing restoration and protection strategies to address these problems ([EPA Quick Guide to Developing Watershed Plans, 2013](#)).

Implementation projects are activities identified in WBPs to protect or restore water quality, such as streambank stabilization, agricultural best management practices, Traditional Ecological Knowledge (TEK) methods, low-impact development, rangeland improvements, conservation easements, or other protection methods that lead to reductions in pollutant loads including projects that decrease the frequency and severity of Harmful Algal Blooms (HABs). Implementation projects should be proposed and completed within the framework of WBPs. However, entities can propose implementation projects in areas where WBPs are not yet available but Alternative Plans apply. Applicants are encouraged to contact the NDEP NPS Program staff for guidance when submitting proposals referencing Alternative Plans.

Applicants can submit proposals for activities that will lead to identifying and developing the nine elements that are needed to complete a WBP for EPA acceptance (see Appendix A). Proposals combining both WBP and implementation activities are generally not recommended but may be allowable in some circumstances. Applicants are encouraged to contact the NDEP NPS Program staff for guidance prior to submitting proposals that combine WBP and implementation projects. Submission of implementation project proposals without reference to an EPA-accepted WBP or Alternative Plan will not be considered for review or award. A list of the current EPA-Accepted Watershed-Based Plans and EPA-Approved Alternative Watershed-Based Plans in Nevada are available on [NDEP's WBP webpage](#) and listed below. Implementation project proposals must fit within one of these Plans.

- EPA-Accepted Watershed-Based Plans in Nevada:
  - [Carson River Watershed Adaptive Stewardship Plan](#)
  - [Las Vegas Wash Comprehensive Adaptive Management Plan](#)
  - [Lake Tahoe TMDL Implementation Plan](#)
- EPA-Approved Alternative Watershed-Based Plans:
  - [2020 Watershed Management and Protection Plan for Tributaries to the Truckee River](#)
  - [Gold Ranch Fire Alternative Plan](#)

There are also several Watershed-Based Plans currently in development that may inform future implementation and protection projects. Project proposals will be accepted in the 2026 GFO for implementation projects that reduce NPS pollution within the watersheds listed below.

- Watershed-Based Plans in Development:
  - Rough Creek Watershed
  - Owyhee River Watershed
  - Peavine Creek Watershed
  - Maggie Creek Watershed
  - Virgin River Watershed
  - McDermitt Creek Watershed

For the 2026 GFO, the NDEP NPS Program is particularly interested in funding planning efforts leading to protection projects for unimpaired waters (category 1 & 2 waters) listed in the [Nevada 2024 Water Quality Integrated Report](#).

### ***Available Funding***

NDEP BWQP anticipates up to \$900,000 of Clean Water Act (CWA) Section 319(h) funding available for award during the 2026 GFO (contingent upon receipt of the FFY26 federal award). This funding is anticipated to support a range of small (e.g., ~\$25,000 in federal funding) and large projects (e.g., up to ~\$500,000 in federal funding) that address NPS pollution throughout the State. Proposals for watershed-based plans should target a 1-3 HUC 12 scale with a maximum budget of \$80,000. Implementation projects seeking funding in excess of \$200,000- \$300,000 are encouraged to contact NDEP NPS Program staff prior to submitting an application to ascertain possible future needs and funding sources within the state. Proposals for implementation projects must include a 50 percent match from non-federal sources.

In other words, the amount of federal 319(h) funding requested must be matched by an equivalent amount of non-federal funding. Proposals for watershed-based plans are **not** required to provide 50 percent match funding.

### ***Project Timeframe***

The typical period of performance for a project is up to three years, but longer timeframes may be permissible. Project start dates should consider the timeline shown in Appendix B Table 1.

### ***Eligibility***

The following agencies and organizations are eligible to apply for and receive 319(h) funds:

- Federal, State, local, and tribal governments
- Interstate and intrastate public agencies
- Public and private nonprofit organizations (501(c)(3) organizations)
- Educational institutions (public institutions that are not-for-profit institutions that are barred from lobbying)

The following activities qualify for 319(h) funding under this GFO:

- Projects that implement the [State Management Plan, 2026-2031](#)
- Implementation of nine element WBPs or Alternative Plans that will lead to removal of waterbody from the impaired waterbodies list
- Development of WBPs in watersheds where plans do not exist
- Protection activities that will prevent a waterbody from becoming listed as impaired

Note: This is not an exhaustive list of all possible activities that could be eligible. Applicants are encouraged to contact NPS Program Staff if there are further questions regarding eligibility.

The following DO NOT qualify for 319(h) funding under this GFO:

- Activities related to specific requirements of a draft or final NPDES permit, or the drafting or finalization thereof
- Ambient Monitoring or monitoring to determine if a waterbody is impaired
- General planning, assessment, or research activities
- General education programs and activities that are not tied to an implementation project
- Activities that could be considered general operations of an organization

### **Applicant Support Webinars**

Webinars will be held virtually by NPS Program Staff and will cover details of this solicitation. Topics will include eligibility, intent, proposal structure, etc. The 2026 GFO webinars will be hosted on:

- General GFO Webinar – August 10, 2026, 11:00am-12:00pm
- General GFO Webinar – August 13, 2026, 2:00pm-3:00pm
- Watershed-Based Planning Webinar – August 31, 2026, 1:00pm-2:00pm

- Implementation Project Proposal Webinar – September 3, 2026, 11:00am-12:00pm

Applicants interested in attending any of the GFO webinars should contact NDEP NPS Program Staff to request webinar links and obtain additional information (contact information provided below).

## Submittal Instructions

Proposals will be accepted until October 9, 2026, at 5:00 PM PST. Please submit proposal applications via email to the address below:

[ndepnpsgrants \[at\] ndep.nv.gov](mailto:ndepnpsgrants@ndep.nv.gov)

## Proposal Content

Proposals are required to contain the following sections below. Proposals must maintain a 10-page maximum of narrative not including supplemental attachments such as engineering designs, maps, photos, letters, budget.

- A. **Project Summary** – A brief description of the problem and work to be performed along with information regarding submitting entity, contact information, location(s) of work, and a short fiscal summary (1 page maximum).
- B. **Scope of Work (SOW)** – A succinct description of the NPS issue addressed and the tasks to accomplish targeted goals of NPS pollution reductions. The SOW should identify the WBP or Alternative Plan guiding the proposed project, best management practices proposed, and description for how the activities implement the associated plan. For projects not based within EPA-accepted WBPs, see guidance below. The SOW must demonstrate adequate technical design and include a list of tasks that will occur to meet project objectives.  
*Note: If the applicant is an entity subject to National Pollution Discharge Elimination System (NPDES) permit, the SOW must document that the proposed project or activity is not required by the NPDES permit.*
- C. **Project Outcomes** – Proposals must articulate project deliverables and measurable outcomes (i.e., estimated load reductions and descriptions of Best Management Practices (BMPs) for implementation activities) and the means that will be used to evaluate the project's successes.
- D. **Project Schedule** – Proposals must include an anticipated schedule for the proposed project and include task milestones and measurable deliverables associated with each task. Activities typically should not last more than two to three years in duration. Funding awards for activities lasting longer than one year will be subject to satisfactory progress determination and availability of funding. Proposals should allow time at the end of the project for final report development and submission prior to the project end date.
- E. **Long-Term Operation and Maintenance Plans** – Proposals must provide a description of long-term operation and maintenance plans for which the applicant is responsible. The plans should demonstrate resiliency or adaptive measures that may be necessary to withstand reasonably foreseeable environmental conditions at the project location for implementation projects or recognize the necessity to account for environmental variability in planning efforts. Long-term

operation and maintenance plans should be relevant to the project type. The [Natural Resources Conservation Service \(NRCS\) Field Office Technical Guide](#) provides established standards for determining the appropriate operation, maintenance, and expected lifespans of select conservation practices. Applicants may use this guide as a reference when developing suitable long-term maintenance plans.

- F. **Contingency Plans** - Proposals should identify anticipated challenges that may arise during project implementation and describe practical solutions and alternatives to mitigate those challenges.
- G. **Budget and Budget Justification** – Proposals should use the [2026 Nonpoint Source GFO Budget Template](#) for budget table development. The project budget shall include 1. Line-item budget in the format provided 2. task-specific costs and 3. match funding sources, amounts, and status (ie. secured, applied, etc.). The budget justification must explain the reasoning for the amount of funding requested per budget category (Salaries, Fringe Benefits, Operating, Travel, Supplies, Equipment, Subcontracts, Indirect Costs), should include detailed salary information (personnel titles, rates, hours dedicated to the project, and fringe rates) and should distinguish between cash match and in-kind match contributions (value of donated goods and services). The indirect cost rate should be listed with a justification, and a copy of the current NICRA must be provided with the proposal application if the requested rate exceeds the current de minimis rate. If a negotiated IDC cannot be provided, then the project must abide by the 15% de minimis rate. Refer to Appendix C for detailed guidance on budget development.
- H. **Letters of Commitment** - Commitment letters should clearly identify the roles, responsibilities, and activities to be carried out by the partnering entity in support of the project. These letters must also acknowledge the extent of any match commitments being provided. If proposed work is to be conducted on private land, letters of willing participation from the landowner must be included. General letters of support from individuals or organizations that are not directly participating in the project are discouraged.
- I. **Results of Prior Support** – Proposals should describe the results of previously funded work (if applicable).
- J. **Current and Pending Support** - Proposals should document any current or pending support for the proposed project including the funding agency and amount secured or requested.
- K. **References/Citations** - Citations should be provided for works (books, journal articles, planning documents, etc.) referenced within the proposal (as applicable).
- L. **Appendices** – Project designs, site maps, photos, PLET model results, etc. as applicable to support the project proposal.

## Proposal Evaluation

Proposals will be reviewed by a Proposal Review Committee and allocation of available funds will be competitively determined. The Proposal Review Committee will rank proposals based on a list of evaluation criteria. Final decisions regarding subawards are subject to review by NDEP Administration and USEPA. The respective criteria will be considered in evaluating and ranking of either implementation or watershed planning proposals.



### ***Implementation Project Proposal Evaluation Criteria***

- A. *WBP or Alternative Plan (10%)* – The proposed project is located within the geographic scope of an accepted WBP or Alternative Plan; or information is sufficient to have elements of a watershed plan identified.
- B. *Water Quality Benefit (15%)* – The proposal must clearly describe how the project will contribute to the restoration or protection of Nevada’s waters impacted by nonpoint sources of pollution.
- C. *Assessment (10%)* - The proposal clearly defines milestones, measures of success, and associated processes to assess meeting the goals and objectives of the project. The proposal includes specific BMPs and estimated load reductions of the project. If applicable, the performance of the applicant on previous NPS awards (e.g., timeliness and accuracy of submitted reports and invoices, adherence to BWQP budget and reporting templates, fulfillment of contractual obligations, etc.) will be considered in the final rankings of applications.
- D. *Maintenance (15%)* - The proposal clearly describes the methods and the capacity to operate and maintain the project and its outcomes beyond the duration of the subgrant. Proposal meets the USEPA’s grant condition to assure the continued proper operation and maintenance of all nonpoint source management practices that have been implemented for projects funded under the agreement. Such practices shall be operated and maintained for the expected lifespan of the specific practice and in accordance with commonly accepted standards.
- E. *Stakeholder Collaboration (10%)* - The proposal clearly defines the level of commitment from partnering agencies and organizations. The proposal outlines the material, logistical, and financial responsibilities of each entity. The roles and responsibilities of partnering agencies and organizations are clearly documented and recognized in the required Letters of Commitment.
- F. *Cost Effectiveness (10%)* - The proposal minimizes administrative, overhead, and indirect costs. Details regarding allowable indirect cost calculation methods are available can be referenced at USEPA’s General Terms and Conditions. Proposals that substantially leverage state or local resources also will be given higher marks. The benefit to cost ratio is reasonable and competitive (i.e., the amount of load reductions and/or size of the project benefits for the project cost).
- G. *Added Value Aspects to the Work (10%)* - Examples could include increased water supply, groundwater recharge, enhancements to instream flows, decreased dust and soil losses, decreased risk of catastrophic wildfire, reduced extreme waterbody temperature fluctuations, or conditions that promote toxic algal blooms. Other co-benefits may be possible and can be highlighted in the proposal narrative.
- H. *Quality and Completeness of the Proposal (10%)* - Applicants must adhere to the detailed GFO guidance contained in this document to be considered compliant. Noncompliant or incomplete proposals may be returned without consideration.
- I. *Permitting (5%)* - As permitting is a requirement for many proposed projects, the proposal should identify all needed permits in the narrative, budget, and schedule and must demonstrate the ability to obtain all required local, state, and federal authorizations. The proposed plans and ability to obtain such permits will be evaluated.
- J. *Outreach (5%)* - Outreach or education efforts are optional. If included in the proposed efforts, the plans will be evaluated and will be considered in the final rankings of applications regarding



the ability of outreach and education activities to enhance stakeholder commitments to address NPS pollution associated with the implementation project and in the associated watershed.

NOTE: BWQP maintains final editing authority for all curricula paid for with grant funds.

### ***Watershed Planning Proposal Evaluation Criteria***

- A. *Demonstrated Need (15%)* - The proposal clearly identifies a watershed and justifies the need for water quality improvements and restoration. The proposal includes a description of the goals and objectives and clearly demonstrates the connection of the proposed efforts to known impairments, nonpoint source pollution reductions, and water quality improvements.
- B. *Alignment with WBP or Alternative Plan (40%)* - The planning effort identifies the steps that will be taken to attain all nine elements of a WBP (see Attachment A).
- C. *Stakeholder Collaboration (15%)* - The plan includes collaboration with stakeholders and organizations that are necessary to accomplish the goals and objectives of the planning efforts. The proposal defines the levels of commitment from cooperating agencies (state or federal) and outlines the roles and responsibilities of each. The proposal includes any past experience of stakeholders in developing EPA-accepted watershed-based plans or similar.
- D. *Cost Effectiveness (15%)* - The proposal leverages resources, minimizes administrative costs, and expenses are fully justified.
- E. *Technical Merit (5%)* - The proposal includes sound justification and methodology for developing or updating a watershed-based plan. The methodology is achievable and practical for planning efforts. Proposal deliverables are measurable or quantifiable.
- F. *Transferability (5%)* - Development of additional WBPs is necessary to ensure a coordinated approach to address nonpoint source pollution throughout Nevada. The proposal includes efforts to transfer knowledge gained through the proposed planning efforts to other watersheds to facilitate efficient and effective plan development throughout the state.
- G. *Plan Sustainability (5%)* - The proposal identifies means of ensuring success of the WBP following NDEP and USEPA acceptance.

Note: WBPs are only viewed as being complete when all nine elements are identified and are accepted by USEPA. Clear plans for the completion of these elements will be given highest priority.

### **Award Notification and Contract Development**

The Proposal Review Committee and selecting authorities anticipate award notifications in late December or early January. Intended recipients of grant awards will be contacted by NPS Program staff to discuss development of a subgrant agreement (contract) necessary for final awarding of federal funds. Please note that subgrant agreements can require one to three months to execute depending upon the complexity and ability of subgrantees to complete required approval processes (including updates to any project milestones and permitting conditions that may be necessary).

## **Important Considerations for Applications**

### ***Contractual Agreement***

Applicants approved for 319(h) funding must enter into a legal agreement with the State of Nevada. The subgrant agreement, which includes specific NDEP and USEPA terms and conditions, will be developed and approved by the State of Nevada and the NDEP Administrator. Applicants must be willing to accept, without revision, the language and conditions. A copy of the standard NDEP Subgrant Terms and Conditions can be found in Appendix D. The standard language and terms are subject to change prior to contract development.

### ***Reimbursable Funds***

Clean Water Act Section 319(h) funds are available solely on a reimbursable basis. Therefore, applicants must have the financial capacity to pay project expenses upfront and subsequently request reimbursement from BWQP by submitting invoices and proof of payment on a quarterly basis.

### ***Permits***

Applicants are responsible for obtaining all applicable federal, state, and local permits and authorizations within project timeframes. If applicable, be sure to allow sufficient time and funds to obtain the permits required for the project. Note: the permitting process could be up to eight months. See Attachment B for more information.

### ***Liability Insurance***

Additional liability insurance requirements are imposed on independent contractors and/or subcontractors. If the project includes hiring an independent contractor (i.e., consulting firm or private business) to complete all or a portion of the proposed work, please contact NPS Program supervisor for additional information.

### ***Large Projects with Multiple Stakeholders***

If applicants are seeking resources for activities that could be viewed as a portion of a larger project, the project elements completed with NPS grant funds to achieve water quality benefits must be demonstrated independently of other components of the larger project. Alternatively, if the resources from the NPS program fulfill a distinct benefit to a larger effort and the total effort's outcomes could be considered as an added-value aspect of the work, the accomplishments associated with NPS grant funds should be clearly distinguished from accomplishments associated with other leveraged funds, so that BWQP can track and assess project commitments. Please contact NPS supervisor before proposal development.

### ***Reporting Requirements (Quarterly and Final Reports)***

Grantees will be required to submit quarterly reports throughout the project duration and a final report following completion of the project. Final report preparation costs may be included in the project budget, but in this case, final report related expenditures must be completed prior to a contract's expiration to be reimbursed. Draft final reports will be due before the end of the grant expiration date to

allow sufficient time for staff review and to make revisions, as needed. Failure to submit a final report on time may result in a delay or forfeiture of final payment.

Final Reports nominally contain an overview of project results pertaining to the goals, objectives, and deliverables as stated in the subaward agreement. Final reports also will include information relevant to the completed activities. Common information contained in final reports includes the following:

- Data and/or products produced during the grant period (publications, programs, etc.).
- Estimates of pollutant load reductions, along with descriptions of how estimates were derived (for implementation projects).
- A description of the challenges encountered during project implementation and the actions taken to overcome these obstacles.
- Recommendations for future related activities.

### ***NPS Listserv***

To sign up for announcements related to Nevada’s Nonpoint Source Pollution Program (including future information on Grant Funding Opportunities) please visit the [NDEP NPS Grant Webpage](#) and click the “Get Notices” button on the lower right-hand corner and select the “Nonpoint Source Pollution Management Program” from the dropdown menu.

### ***Contact the NDEP NPS Program Staff***

Please contact Christian H. Fritsen at (775) 687-9558 or via email at [cfritsen \[at\] ndep.nv.gov](mailto:cfritsen@ndep.nv.gov) if you have any questions concerning the proposal application, or if you would like to discuss project ideas, and/or project eligibility. Please note that the Proposal Review Committee may contact you for additional information and/or request a site visit prior to awarding funds.

## Appendix A – Watershed-Based Planning

Although many different components may be included in a watershed plan, EPA has identified nine key elements that are critical for achieving improvements in water quality. EPA requires that these nine elements be addressed in watershed plans funded with incremental Clean Water Act section 319 funds and strongly recommends that they be included in all other watershed plans intended to address water quality impairments. In general, state water quality or natural resource agencies and EPA will review watershed plans that provide the basis for section 319-funded projects ([EPA Handbook for Developing Watershed Plans, 2008](#)). The nine elements of a WBP include:

1. Identification of the causes of impairment and pollutant sources
2. Estimates of the load reductions expected from management measures
3. Management measures to be implemented
4. Estimates of the technical and financial assistance needed
5. Informational and educational components necessary to implement BMPs
6. Schedule for implementation of management measures
7. Interim measurable milestones
8. Criteria to measure success
9. A monitoring (evaluation) plan

Submittals for projects without an accepted Watershed-Based Plans or approved Alternative Plans - Projects can be proposed that lie outside the EPA-accepted WBPs or approved Alternative Plans. However, information will need to be provided illustrating that all nine elements of a WBP are already documented or there is a path to obtaining an accepted WBP or approved Alternative plan. Often, elements of a WBP already exist among different documents and plans within organizations and these can be compiled or referenced to attain all nine elements in an accepted WBP (reference Attachment A). Note: If an applicant is considering pursuing this approach, please contact the NPS branch supervisor for further details.

### Submittals Referencing the 2020 Watershed Management and Protection Plan for Tributaries to the Truckee River

Nonpoint Source Program will accept implementation proposals referencing the *2020 Watershed Management and Protection Plan for Tributaries to the Truckee River* with the submission of additional information in the proposal. Since the *2020 Watershed Management and Protection Plan* is an accepted alternative watershed-based plan, proposals referring to this plan must document all nine elements of a watershed-based plan by providing the information requested below upon submission of a proposal for the 2026 GFO.

1. Project Proposals for Truckee River watershed submitted should reflect the information contained in the [2020 Watershed Management and Protection Plan](#) Watershed Profile.
2. Proposals must demonstrate: (1) how the project addresses the water quality concern identified in the Watershed Profile; and (2) what implementation actions (BMPs) will improve water quality impairments.

3. Proposals must demonstrate how it meets the nine elements of the watershed-based plan by completing the [Tributary Project Template](#) [Page 92 of the *2020 Watershed Management and Protection Plan*]. Using this template will enable the proposal to be eligible for potential project funding. The Template will be approved by the State of Nevada and accepted by the EPA as part of the approval process.

Watershed Profiles should be up to date for any 12-digit HUC in which a project is located using the latest available data and/or information. The updated Watershed Profile must document any water quality impairments identified in the latest published version of NDEP's Integrated Report ([NDEP Water Quality Integrated Report, 2024](#)) along with any strategies to address the water quality impairments.

Note: If a project is selected for funding, the Project Profile within the Watershed Management Plan will need to be updated by the Western Region Watershed Commission to include the status and elements of the approved project.

## Appendix B – Permit Requirements for Implementation Projects

Permit applications may require fees and/or surveys (e.g., cultural resources surveys, Threatened & Endangered Species surveys, etc.). The costs associated with applying for required permits may be included in the project budget. The applicant must provide NPS Program staff with copies of the permit application(s) and/or issued permit(s).

Agencies with applicable authorizations may include (but are not limited to):

- [United States Army Corps of Engineers \(USACE\)](#)
  - Clean Water Act Section 404 Permits for discharge and/or fill activities affecting waters of the United States
  - Rivers and Harbors Act Section 10 authorizations for activities that have a potential to discharge into navigable waters of the United States

Applicants should contact the USACE Nevada Regulatory office for questions:

[SPKRegulatoryMailbox \[at\] usace.army.mil](mailto:SPKRegulatoryMailbox@usace.army.mil)

- [Nevada Division of Environmental Protection – Bureau of Water Quality Planning](#)
  - Clean Water Act Section 401 Water Quality Certification administered by NDEPBWQP. Through this program, BWQP certifies whether a proposed activity that requires a federal license or permit to authorize a discharge into waters of the United States may violate state or federal water quality requirements.
    - Applicants need to account for the applicable certification timeline in the overall project's implementation milestones (see Table 1). Specific information is provided below - but in general, the certification process could require up to eight months (depending on complexity and jurisdictional purviews and reviews). Additionally, project delays may occur if certification applications are not submitted in compliance with applicable submission requirements or if additional information is necessary to determine a project's impact to water quality.

### Overview and Timing of the Section 401 Certification Process:

If a Section 401 certification is required for a project, applicants must request a pre-filing meeting (PFM) to initiate the Section 401 certification process. This PFM request will trigger a 30-day wait period to coordinate a meeting regarding the project prior to submitting a formal Section 401 certification request.

Submission of the Section 401 certification request can occur any time after the conclusion of the 30-day wait period. NDEP's review will commence upon receipt of a certification request submitted in compliance with applicable submission requirements.

Within the review window, NDEP must publicly notice the request for certification for 30 days, review the proposed discharges, and clarify any questions about the proposed activities with project applicants. The typical amount of time to act on a request for

certification is up to 180 days. Review times may vary depending on the number and complexity of certification requests BWQP is actively reviewing.

On or before the conclusion of the review window, NDEP will issue a certification action (waiver, certification, certification with conditions, or denial). If a certification, conditional certification, or waiver is issued, then EPA will evaluate whether a proposed project may impact the water quality of neighboring jurisdictions such as a state or tribal jurisdiction downstream of a proposed project whose water quality may be impacted by the activity requiring certification. The neighboring jurisdiction review is up to a 30-day process - if the EPA determines that the project is unlikely to affect the water quality of a neighboring jurisdiction. If the EPA determines the project may affect the water quality of a neighboring jurisdiction, that determination will initiate a 60-day public hearing process for the neighboring jurisdiction.

Upon completion of the certification process, any conditions of the certification will be incorporated into the associated federal permit or license.

Applicants should contact the BWQP 401 Certification Program for questions: [ndep401\[at\]ndep.nv.gov](mailto:ndep401@ndep.nv.gov)

- [Nevada Division of Environmental Protection – Bureau of Water Pollution Control](#)
  - Temporary Permit for Working in Waterways Permit
  - Construction Stormwater Permit
  - DeMinimis Discharge Permit

Applicants should contact the Bureau of Water Pollution Control for questions: 775-687-9418



Table 1. Timeline of the interaction between the CWA Section 319 Grant Funding process and the Section 401 Certification process.

| Task                                                                                                                   | Duration       | August | September | October | November | December | January | February | March | April | May | June | July | August | September | October | November | December |
|------------------------------------------------------------------------------------------------------------------------|----------------|--------|-----------|---------|----------|----------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|
| <b>Section 319 Grant Funding (NDEP BWQP)</b>                                                                           |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Grant Funding Opportunity Open                                                                                         | 10 weeks       |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Proposal Review, Selection, and Award Notification                                                                     | 6 weeks        |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Subgrant Development and Execution                                                                                     | 1-2 months     |        |           |         |          |          | *       |          |       |       |     |      |      |        |           |         |          |          |
| <b>Project Development (Project Proponent)</b>                                                                         |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Engineered Designs Development (70%)                                                                                   |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Section 404/401 Application Development                                                                                |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Engineered Design Completion (100%)                                                                                    |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| <b>Section 401 Certification Process (NDEP BWQP)</b>                                                                   |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Pre-Filing Meeting Request Submission                                                                                  | 30 days        |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Certification Request Submission and RPOT Establishment                                                                | Milestone      |        |           |         |          |          |         |          |       |       | *   |      |      |        |           |         |          |          |
| Public Notice                                                                                                          | 30 days        |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Certifying Authority's Analysis                                                                                        | Up to 180 days |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Certification Decision                                                                                                 | Milestone      |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| <b>Section 401 Neighboring Jurisdiction Review (Federal Agencies)</b>                                                  |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Federal Agency Notifies EPA                                                                                            | 5 days         |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| EPA's Neighboring Jurisdiction Determination                                                                           | Up to 30 days  |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Neighboring Jurisdiction Notified and Federal Agency Public Hearing (Skip this step if 'may affect' not issued by EPA) | Up to 60 days  |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| Certification Integrated into Federal License or Permit                                                                | Milestone      |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| <b>Project Implementation (Project Proponent)</b>                                                                      |                |        |           |         |          |          |         |          |       |       |     |      |      |        |           |         |          |          |
| <b>Project Start</b> (assuming all other necessary authorizations secured)                                             | Milestone      |        |           |         |          |          |         |          |       |       |     |      |      |        |           | *       |          |          |

## Appendix C – Guidance for Budget Development

**Detailed Budget.** To evaluate the cost-benefit of the project, provide a detailed breakdown of project costs using the [2026 Nonpoint Source GFO Budget Template](#) in Excel spreadsheet format. The Budget Table Template includes three sheets. Sheet 1 is the Line-Item Budget for reimbursable (319(h) funds requested), In-Kind Match, and Cash Match contributions for the budget categories listed below. Sheet 2 is a budget breakdown by project task for each budget category below for reimbursable, in-kind match, and cash match contributions. Sheet 3 is the match breakdown by funding source, including the amount, type, and status of funding. Include the completed 2026 Nonpoint Source GFO Budget Template in Excel format as an attachment to the proposal submittal email.

**Budget Categories.** Budget justifications must be provided for each category shown below:

- **Salaries/Wages** - Expenses for salaries or wages must be included in the budget. The budget justification should list the position titles and base salary rates for individuals who will work on the project. The budget justification for salaries should contain a breakdown of the estimated number of hours for each staff member. Salaries should be included as a lump sum in the Line-Item Budget Table.
- **Fringe Benefits** - Fringe benefits are items such as health insurance, retirement, and medical benefits. The budget justification should list the percentage of the base salary rate used to calculate fringe benefits. If different fringe benefit rates apply to different personnel, the rates must be listed separately for each position. Fringe benefits should be included as a lump sum in the Line-Item Budget Table.
- **Operating** - All operating costs outside of travel, supplies, and equipment (if applicable) must be itemized in the budget justification. Operating costs should be included as a lump sum in the Line-Item Budget.
- **Travel** - Travel costs include transportation, per diem, and lodging. Itemize travel costs in the budget justification. Vendors shall abide by NDEP and state policy regarding travel status and will be required to use State travel forms for the purposes of requesting reimbursement for travel related expenses. Travel costs should be included as a lump sum in the Line-Item Budget. A summary of the most important information for the purposes of cost proposal development is provided below (additional information can be provided upon request).

The vendor's employee must be at least 50 miles from their respective workstation to gain travel status and receive reimbursement for per diem and lodging expenses. Employees in travel status shall receive reimbursement at a rate comparable to the rates established by the US General Services Administration (GSA) for the State of Nevada. Maximum per diem reimbursement rates for Nevada's lodging, meals, and incidental expenses are established by city/county and vary by season.

Receipts are required for all lodging expenses. Actual lodging cost not exceeding the standard (non-surveyed) Continental United States (CONUS) federal per diem rate, or less, may be requested. In addition to the reimbursable lodging rates, vendors may be reimbursed for lodging taxes and appropriate fees. Lodging taxes are limited to the taxes on reimbursable lodging costs.

Costs for light meals and refreshments, except for meal purchases associated with travel, are only allowed pursuant to Grants Policies. In general, costs may be charged to light meals and refreshments in relation to long-duration meetings where the refreshments or meals are necessary for effective and efficient achievement of its purpose.

Receipts are not required for the M&IE allowance. Eligible times to receive per diem meal reimbursements are as follows:

To claim breakfast, a person must enter travel status at least two hours prior to that person's regularly scheduled shift, and end travel status after the beginning of that person's regularly scheduled shift. To claim lunch, a person must enter travel status at least one hour prior to that person's regularly scheduled lunch break, and end travel status at least one hour after the end of that person's regularly scheduled lunch break. To claim dinner, a person must enter travel status prior to the end of the person's scheduled shift, and end travel status two or more hours after the end of the person's regularly scheduled shift.

The following table contains additional information regarding allowable rates for travel expenses incurred:

| Travel Expense  | Allowable Rate                                   | More Information                                                                                                      |
|-----------------|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Per Diem        | GSA Rate for year and location                   | <a href="https://www.gsa.gov/travel/plan-book/per-diem-rates">https://www.gsa.gov/travel/plan-book/per-diem-rates</a> |
| Lodging         | Capped at GSA Rate for location and time of year | <a href="https://www.gsa.gov/travel/plan-book/per-diem-rates">https://www.gsa.gov/travel/plan-book/per-diem-rates</a> |
| Parking         | Actual Cost                                      |                                                                                                                       |
| Transportation  |                                                  |                                                                                                                       |
| Vehicle Mileage | NV State Rate                                    | \$0.725 per mile (2026)                                                                                               |
| Airfare         | Actual Cost (first class prohibited)             |                                                                                                                       |
| Public Transit  | Actual Cost                                      |                                                                                                                       |

- **Supplies** - Individual item purchases less than \$10,000. Supplies purchased for the project should be detailed in the Budget Justification.
- **Equipment** - Individual item purchases (i.e., equipment per 2 CFR 200.1 Definitions, and 2 CFR Part 200.313) of \$10,000 or more must be listed separately.
- **Subcontracts** - If applicable, separately identify all costs associated with subcontracted work on the project. All conditions described above apply to any subcontract. Subcontract costs must be itemized in the Budget Justification. Sub-contracting should 1) be included in the project schedule, and 2) must be done in accordance with Federal procurement requirements including

[2 CFR Part 200](#) Subpart D - Procurement Standards and [Amended Grants Policy Issuance \(GPI\) 16-01 EPA Subaward Policy](#). A separate contract budget must be submitted in the example format for each subcontract when the subcontract is executed.

- **Indirect Cost (IDC) or Overhead** - These costs can be reimbursed if the following requirements are met. IDC charges are only available to entities that have a negotiated IDC rate with their cognizant agency. NDEP will allow use of the 15% de minimis rate for an applicant that does not have a current negotiated indirect cost rate agreement over 15% and is not exempt from using the de minimis rate.

**Ineligible Costs.** Costs associated with the following are not allowed:

- Entertainment;
- Debt;
- Finance Charges;
- Lobbying expenses and other similar contributions;
- Legal and professional services; or
- Staff or client relations and/or development

**Match Requirements.** All proposed implementation projects must include non-federal matching funds of at least 50% of the total project cost (i.e., 50/50 match means that of the 100% total project cost, 50% is 319(h) funds and 50% is non-federal match). The overall project budget must distinguish between 319(h) reimbursable expenses and non-federal matching funds. In addition, separate budgets must be provided for cash versus in-kind match.

Match may not be required for some planning activities within awards, as long as these planning activities lead to an accepted watershed-based plan. Applicants are encouraged to contact NPS Staff to discuss their proposed planning projects to determine whether matching funds will be required for their planning project.

- a. *Cash Match* - As defined by 40 CFR 31.3, consists of “the grantee’s cash outlay, including the outlay of money contributed to the grantee or sub-grantee by other public agencies and institutions, and private organizations and individuals.”
- b. *In-kind Match* - Any donation of time, equipment, supplies, etc., where no actual cash changes hands between the grantee and the non-federal donating organization. Use the following sources to establish the value of in-kind services (or provide other justification).
  - [http://www.bls.gov/oes/current/oes\\_nv.htm](http://www.bls.gov/oes/current/oes_nv.htm)
  - <http://www.nevadaworkforce.com/?PAGEID=67&SUBID=117>

## Appendix D – Standard NDEP Subgrant Terms and Conditions

### **NDEP Additional Agency Terms & Conditions (*Terms and Conditions are subject to change prior to contract development*)**

1. The Nevada Division of Environmental Protection (NDEP) shall pay no more compensation than the federal Executive Schedule Level 4 daily rate (exclusive of overhead) for individual consultants retained by the Subgrantee or by the Subgrantee's contractors or subcontractors. This limitation as defined in 2 CFR § 1500.10 applies to consultation services of designated individuals with specialized skills who are paid at a daily or hourly rate. The current Level 4 rate is \$93.85 per hour.

2. ***NDEP shall only reimburse the Subgrantee for actual cash disbursed.*** Invoices may be provided via email or facsimile and must be received by NDEP no later than forty (40) calendar days after the end of a month or quarter except:

- at the end of the fiscal year of the State of Nevada (June 30th), at which time invoices must be received by the first Friday in August of the same calendar year;
- at the expiration date of the grant, or the effective date of the revocation of the Subgrant, at which times original invoices must be received by NDEP no later than thirty-five (35) calendar days after this date.

Failure of the Subgrantee to submit billings according to the prescribed timeframes authorizes NDEP, in its sole discretion, to collect or withhold a penalty of ten percent (10%) of the amount being requested for each week or portion of a week that the billing is late. The Subgrantee shall provide with each invoice a detailed fiscal summary that includes the approved Subgrant budget, expenditures for the current period, cumulative expenditures to date, and balance remaining for each budget category. If match is required pursuant to paragraph 3 below, a similar fiscal summary of match expenditures must accompany each invoice. The Subgrantee shall obtain prior approval to transfer funds between budget categories if the funds to be transferred are greater than ten percent (10%) cumulative of the total Subgrant amount.

3. The Subgrantee shall, as part of its approved scope of work and budget under this Subgrant, provide third party match funds of not less than: \$\_\_\_\_\_. If match funds are required, the Subgrantee shall comply with additional record-keeping requirements as specified in 2 CFR 200.333 and the Third-party Match Record-Keeping Requirements attachment, which is attached hereto and by this reference is incorporated herein and made part of this Subgrant.

4. Unless otherwise provided in Scope of work attachment, the Subgrantee shall submit quarterly reports or other deliverables within ten (10) calendar days after the end of each quarter.

5. All payments under this Subgrant are contingent upon the receipt by NDEP of sufficient funds, necessary to carry out the purposes of this Subgrant, from either the Nevada Legislature or an agency of the United States. NDEP shall determine if it has received the specific funding necessary for this Subgrant. If funds are not received from either source for the specific purposes of this Subgrant, NDEP is under no obligation to supply funding for this Subgrant. The receipt of sufficient funds as determined by

NDEP is a condition precedent to NDEP's obligation to make payments under this Subgrant. Nothing in this Subgrant shall be construed to provide the Subgrantee with a right of payment over any other entity. If any payments that are otherwise due to the Subgrantee under this Subgrant are deferred because of the unavailability of sufficient funds, such payments will promptly be made to the Subgrantee if sufficient funds later become available.

6. Notwithstanding the terms of paragraph 5, at the sole discretion of NDEP, payments will not be made by NDEP unless all required reports or deliverables have been submitted to and approved by NDEP within the schedule stated in Attachment A.

7. Any funds obligated by NDEP under this Subgrant that are not expended by the Subgrantee shall automatically revert back to NDEP upon the completion, termination or cancellation of this Subgrant. NDEP shall not have any obligation to re-award or to provide, in any manner, such unexpended funds to the Subgrantee. The Subgrantee shall have no claim of any sort to such unexpended funds.

8. The Subgrantee shall ensure, to the fullest extent possible, that at least the "fair share" percentages as stated below for prime contracts for construction, services, supplies or equipment are made available to organizations owned or controlled by socially and economically disadvantaged individuals (Minority Business Enterprise (MBE) or Small Business Enterprise (SBE)), women (Women Business Enterprise (WBE)) and historically black colleges and universities.

|              | MBE/SBE | WBE |
|--------------|---------|-----|
| Construction | 2%      | 2%  |
| Services     | 1%      | 2%  |
| Supplies     | 1%      | 1%  |
| Equipment    | 1%      | 1%  |

The Subgrantee agrees and is required to utilize the following seven affirmative steps:

- a. Include in its bid documents applicable "fair share" percentages as stated above and require all of its prime contractors to include in their bid documents for subcontracts the "fair share" percentages;
- b. Include qualified Small Business Enterprises (SBEs) Minority Business Enterprises (MBEs), and Women Business Enterprises (WBEs) on solicitation lists;
- c. Assure that SBEs, MBEs, and WBEs are solicited whenever they are potential sources;
- d. Divide total requirements, when economically feasible, into small tasks or quantities to e. permit maximum participation of SBEs, MBEs, and WBEs;
- e. Establish delivery schedules, where the requirements of the work permit, which will encourage participation by SBEs, MBEs, and WBEs;
- f. Use the services and assistance of the Small Business Administration and the Minority Business Development Agency, U.S. Department of commerce as appropriate; and
- g. If a subcontractor awards contracts/procurements, require the subcontractor to take the affirmative steps in subparagraphs a. through e. of this condition.

9. The Subgrantee shall complete and submit to NDEP a Minority Business Enterprise/Woman Business Enterprise (MBE/WBE) Utilization Report (Standard Form 5700-52A) within fifteen (15) calendar days after the end of each federal fiscal year (September 30th) for each year this Subgrant is in effect and within fifteen (15) calendar days after the termination date of this Subgrant.

10. The books, records, documents and accounting procedures and practices of the Subgrantee or any subcontractor relevant to this Subgrant shall be subject to inspection, examination and audit by the State of Nevada, the Division of Environmental Protection, the Attorney General of Nevada, the Nevada State Legislative Auditor, the federal or other funding agency, the Comptroller General of the United States or any authorized representative of those entities.

11. All books, reports, studies, photographs, negatives, annual reports or other documents, data, materials or drawings prepared by or supplied to the Subgrantee in the performance of its obligations under this Subgrant shall be the joint property of both parties. Such items must be retained by the Subgrantee for a minimum of three years from the date of final payment by NDEP to the Subgrantee, and all other pending matters are closed. If requested by NDEP at any time within the retention period, any such materials shall be remitted and delivered by the Subgrantee, at the Subgrantee's expense, to NDEP. NDEP does not warrant or assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, report or product of any kind that the Subgrantee may disclose or use for purposes other than the performance of the Subgrantee's obligations under this Subgrant. For any work outside the obligations of this Subgrant, the Subgrantee must include a disclaimer that the information, report or products are the views and opinions of the Subgrantee and do not necessarily state or reflect those of NDEP nor bind NDEP.

12. Unless otherwise provided in the Scope of Work or Workplan Attachment A, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with funds provided under this Subgrant, the Subgrantee shall clearly state that funding for the project or program was provided by the Nevada Division of Environmental Protection and, if applicable, the U.S. Environmental Protection Agency. The Subgrantee will insure that NDEP is given credit in all official publications relative to this specific project and that the content of such publications will be coordinated with NDEP prior to being published.

13. Unless otherwise provided in the Scope of Work or Workplan Attachment A, all property purchased with funds provided pursuant to this Subgrant is the property of NDEP and shall, if NDEP elects within four (4) years after the completion, termination or cancellation of this Subgrant or after the conclusion of the use of the property for the purposes of this Subgrant during its term, be returned to NDEP at the Subgrantee's expense.

Such property includes but is not limited to vehicles, computers, software, modems, calculators, radios, and analytical and safety equipment. The Subgrantee shall use all purchased property in accordance with local, state and federal law, and shall use the property only for Subgrant purposes unless otherwise agreed to in writing by NDEP.

For any unauthorized use of such property by the Subgrantee, NDEP may elect to terminate the Sub-grant and to have the property immediately returned to NDEP by the Sub-grantee at the Sub-grantee's expense. To the extent authorized by law, the Sub-grantee shall indemnify and save and hold the State of Nevada and NDEP harmless from any and all claims, causes of action or liability arising from any use or custody of the property by the Sub-grantee or the Sub-grantee's agents or employees or any subcontractor or their agents or employees.

For any project involving new or replacement equipment acquired, in whole or in part, using federal funding sources under a subgrant, the Subgrantee is subject to the terms and conditions set forth in 41 CFR § 105-71.132, which contains provisions that govern the title, use, and disposal of the equipment. Equipment means tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit.

14. The Sub-grantee shall use recycled paper for all reports that are prepared as part of this Sub-grant and delivered to NDEP. This requirement does not apply to standard forms.

15. The Sub-grantee, to the extent provided by Nevada law, shall indemnify and save and hold the State of Nevada, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this Sub-grant by the Sub-grantee or the Sub-grantee's agents or employees or any subcontractor or their agents or employees. NDEP, to the extent provided by Nevada law, shall indemnify and save and hold the Sub-grantee, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this Sub-grant by NDEP or NDEP's agents or employees.

16. The Sub-grantee and its subcontractors shall obtain any necessary permission needed, before entering private or public property, to conduct activities related to the work plan (Attachment A). The property owner will be informed of the program, the type of data to be gathered, and the reason for the requested access to the property.

17. This Sub-grant shall be construed and interpreted according to the laws of the State of Nevada and conditions established in OMB Uniform Guidance. Nothing in this Sub-grant shall be construed as a waiver of sovereign immunity by the State of Nevada. Any action brought to enforce this Sub-grant shall be brought in the First Judicial District Court of the State of Nevada. The Sub-grantee and any of its subcontractors shall comply with all applicable local, state and federal laws in carrying out the obligations of this Sub-grant, including all federal and state accounting procedures and requirements established in OMB Uniform Guidance. The Sub-grantee and any of its subcontractors shall also comply with the following:

- a. 40 CFR Part 7 - Nondiscrimination In Programs Receiving Federal Assistance From EPA
- b. 40 CFR Part 29 - Intergovernmental Review of EPA Programs and Activities.
- c. 29 CFR Part 97 - Uniform Administrative Requirements For Grants And Cooperative Agreements To State and Local Governments;



- d. 40 CFR Part 32 – Government-wide Debarment And Suspension (Non-procurement) And Government-wide Requirements For Drug-Free Workplace (Grants);
- e. 40 CFR Part 34 - Lobbying Activities;
- f. 40 CFR Part 35, Subpart O - Cooperative Agreements And Superfund State Contracts For Superfund Response Actions (Superfund Only); and
- g. The Hotel and Motel Fire Safety Act of 1990.

18. The Sub-grantee shall neither assign, transfer nor delegate any rights, obligations or duties under this Sub-grant without the prior written consent of NDEP.

### Third Party Match Record-Keeping Requirements

- A. If not included in the scope of work / budget attachment of the contract, the Public Agency, Contractor or Sub-grantee shall provide to the Nevada Division of Environmental Protection (NDEP) a detailed match budget clearly distinguishing between cash and non-cash (in-kind) contributions, prior to submittal of the first invoice.
- B. With each invoice, the Public Agency, Contractor or Sub-grantee shall submit a detailed match schedule that includes: (1) the total match budget; (2) match expenditures for the current period; (3) cumulative match expenditures; and (4) balance remaining. Cash and in-kind expenditures must be identified separately.
- C. The Public Agency or Independent Contractor shall establish a file dedicated to this contract that includes the following:
  - 1. For any declared in-kind contributions:
    - (a) An itemized listing of each employee's hourly rate, including the justification for the rate such as the current "Prevailing Wage Rates for Nevada Counties", NRCS cost-share rates, etc.
    - (b) A Fringe Benefit detail and explanation.
    - (c) A copy of an approved Overhead/Indirect Cost Allocation Plan.
    - (d) An itemization of per diem rates, equipment rental/usage rates, etc.
    - (e) Copies (or originals) of timesheets, with employee's and supervisor's signature, noting dates, hours, and projects worked.
    - (f) Copies (or originals) of logs/schedules for equipment usage.
    - (g) Signed statements noting fair market value for in-kind donations of materials or supplies.
  - 2. For any declared cash contributions:
    - (a) An itemization of each employee's hourly rate including fringe benefits, overhead, and indirect cost.
    - (b) An itemization of per diem rates, equipment rental/usage rates, etc.
    - (c) Copies (or originals) of timesheets, with employee's and supervisor's signature, noting dates, hours, and projects worked.
    - (d) Copies (or originals) of logs/schedules for equipment usage.
    - (e) Copies (or originals) of invoices for materials, supplies, equipment, etc.
- D. The Public Agency, Contractor or Sub-grantee agrees and acknowledges that:
  - 1. Neither the costs nor the values of third-party match contributions being used to satisfy the match requirements of the attached contract have been or will be used to satisfy a cost share or match requirement of another federal grant agreement, federal procurement contract, or any other award of federal funds.
  - 2. Third-party match contributions or expenditures must be made within the effective dates of:  
\_\_\_\_\_ through \_\_\_\_\_.

3. All financial records, including match documentation, relevant to this project shall be retained by the Public Agency, Contractor or Sub-grantee for three years from the date of final payment by NDEP to the Public Agency, Contractor or Sub-grantee, and all other pending matters are closed.
4. Reported match contributions deemed inappropriate or unreasonable during the invoice review process may be disallowed.
5. NDEP may, at any time, audit the Public Agency, Contractor or Sub-grantee contract files to ensure compliance with the Third-Party Match Record-Keeping Requirements. Reported match contributions deemed inappropriate or unreasonable during an audit may be disallowed.
6. NDEP may require the Public Agency, Contractor or Sub-grantee to repay any funds provided to the Public Agency, Contractor or Sub-grantee under the attached contract that the Public Agency, Contractor or Sub-grantee is unable to match or provide adequate documentation for the reported match.

## Appendix E – Additional Resources

### *Watershed-Based Planning References*

- [NDEP Watershed-Based Plans](#)
- [Watershed-Based Planning Handbook](#)
- [Critical Source Area Identification and BMP Selection: Supplement to Watershed Planning Handbook](#)
- [Quick Guide to Developing Watershed Plans to Restore and Protect Waters](#)

### *USEPA & USGS Tools*

- [Pollutant Load Estimation tool \(PLET\)](#)
- [Recovery Potential Screening \(RPS\) Tool](#)
- [How's My Waterway](#)
- [EPA WATERS Geoviewer](#)
- [USGS Hydrologic Unit Code \(HUC\) Watershed Tool](#)

### *NDEP Tools*

- [Nevada's Integrated Report](#)
- [Nevada's GIS Integrated Report Mapping Tool](#)
- [NDEP Water Quality Data Warehouse Viewer](#)

### *BMP Manuals & References*

- [Nevada Division of Environmental Protection Online Toolbox](#)
- [Nevada Department of Transportation](#)
- [Las Vegas Valley Construction Site Best Management Practices Guidance Manual](#)
- [Tahoe Regional Planning Agency BMP Handbook](#)
- [Natural Resource and Conservation Service \(NRCS\) Conservation Practice Standards](#)

### *Grant References*

- [Nevada Grant Policy Manual, 2025](#)
- [EPA General Terms and Conditions, 2025](#)
- [EPA Subaward Policy, 2024](#)
- [Flow Down Requirements to Subrecipient, 2025](#)
- [\\*\\*Indirect Cost Guidance for Recipients of EPA Assistance Agreements](#)
- [\\*Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#)
- [General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance](#)