

SECTION 2

2.14 ENGINEERING RESERVE PROJECTS

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Background and Introduction

DATCP provides for an engineering reserve in the yearly joint allocation plan for structural projects with the following priorities: farmstead discharge, discharges from cropland, other conservation practices that address as resource concern. Funds are awarded to counties, who in turn provide funds to landowners. Funding is provided under recommendation from DATCP engineers. Grants are intended to provide the 70% funding necessary to aid the implementation of voluntary conservation practices by landowners.

DATCP engineering staff will issue a request for proposals in late winter of each year. Projects that address a farm discharge will be prioritized, but other conservation practices that address soil erosion will be considered as well. If you have a project that needs funds, or needs additional funding to complete, you can work with your DATCP engineering contact to apply. The request outlines the items needed in the application and provides the deadline for applying (typically April of the grant year).

After the deadline, submitted project applications will be reviewed, and projects will be selected based on meeting the goal of using the funds as cost-effectively as possible to fund the projects that address farm discharges and resource concerns (nutrients and/or soil erosion).

Cost-share agreements need to be signed in the year the project is awarded, with the ability to extend the project into the next year as long as it is completed by the end of that year. (meaning you have up to two years to complete the project, including the year the project is awarded/contracted)

Application Information

Provided as a general overview, see most recent detailed RFP for program requirements.

Application Process

1. County submits project information (see list of submittal items below) and the completed Form 385 (linked [here](#)) to your DATCP area engineering contact.
2. DATCP area engineering contact will review the project and complete the “Engineering Review” section of Form 385
3. When project application and Form 385 are complete, your DATCP area engineering contact will submit the completed form and application for consideration.

Submittal Items

1. Narrative
 - a) Identify how much is being requested and why these funds are needed
 - b) Identify the discharge(s) – Be specific about what the discharge is (e.g. manure, feed leachate, soil erosion, phosphorous (P), etc.) and the magnitude of the issue (e.g. estimated P loss, extent/dimensions of gully and estimate of amount of soil loss, etc.).
 - c) Identify the resource concern(s) – Be specific (e.g. manure leaving the site flows into road ditch and then to navigable waterway/river <name> ¼ mile away.)
 - d) Identify how the resource concern(s) will be addressed
 - Practices used
 - Design assumptions
 - Any calculated/quantifiable results (i.e. BARNY, BERT, APLE-Lots, VTA Spreadsheets, etc.)
2. Design
 - a. Designs should be far enough along to be able to tell that the project is viable and cost-estimates are as accurate as possible.
 - b. If projects rank similarly, the project that is “shovel ready” will receive preference.
3. Cost-estimate
4. Form ARM-LWR-385 - Engineering Approval for Cost-Share Projects

Award Process

DATCP Engineers review and award allocated funds. Awardees will be notified via email with:

- Award amount
- Engineer Signed DATCP-ARM-LRM-385 approval form
- Contract request

Once awarded, receiving county may contract with the project landowner and/or grant recipient. Send fully executed contract to your DATCP SWRM Program Manager. They will prepare and email you the re-allocation form for the award amount. County reviews and executes the allocation request form and returns to the SWRM Program Manager. The Engineering Reserve Award becomes part of the current year SWRM allocation once funds are transferred. When funds are transferred, they become available to the awardee for reimbursement. After the awarded project is completed and reimbursed, any remaining funds may be used for other structural projects in the same year. Awarded funds may only be used for the awarded project. If the awarded project falls through, the funds are not available for other projects.

Funds reallocated to the county may be extended into the subsequent grant year for the awarded project, subject to requirements outlined s. ATCP 50.34(6), Wis. Admin. Code. However, the recipient is required to use reallocated funds for the project identified in the reallocation form.

Requesting Reimbursement

Reimbursement requests for engineering reserve projects are handled like all other requests for reimbursement and require similar documentation. A PDF packet of the reimbursement request form, approved construction plan cover sheet or equivalent, contract (recorded if over \$14,000), and associated change orders shall be submitted to your SWRM Program Manager (datcpswrm@wisconsin.gov) for their review and approval for reimbursement. Indicate in the subject line and/or body of the email that this is an Engineering Reserve Project.