

# PWSA GREEN INFRASTRUCTURE MATCHING GRANT PROGRAM



## Matching Grant Program Description

### OVERVIEW

The Pittsburgh Water and Sewer Authority (PWSA) is committed to making green infrastructure part of our solution to improve water quality affected by stormwater runoff. Green infrastructure (GI) can be a cost-effective, sustainable and environmentally friendly solution for managing the volume, rate and water quality of stormwater runoff while providing many additional benefits to communities. PWSA's GI Matching Grant Program aims to increase the use of GI in the City of Pittsburgh. This program supports the implementation and monitoring of innovative green approaches to stormwater management. Projects that remove surface water flows from PWSA's sewer system are also eligible.

Successful applicants will receive reimbursement up to but not exceeding 50% of the cost of their green infrastructure projects, with a maximum PWSA reimbursement for this program (per selected applicant) of \$50,000. Projects will be selected by PWSA according to the evaluation criteria outlined below. The requested funds may be used for design (up to 20%), construction, materials, and monitoring. To ensure significant impact, the minimum reimbursement request for this program is \$5,000. (Projects requesting less than \$5,000 are encouraged to apply for the PWSA GI Mini-Grant Program. Visit [www.pgh2o.com](http://www.pgh2o.com) for more information.)

## Application Requirements and Eligibility

Application requirements include:

- Projects must be located in PWSA's sewer service area within the City of Pittsburgh.
- Applications must be made by property owners, or those with legal site control authorized to implement the project on a property owner's behalf. Funding can be awarded to public/government agencies, private property owners, or non-profits/non-governmental organizations. Vendor applications will not be accepted.
- Applicants who do not own the project property must submit proof of site control and proof of the property owner's support for the project.
- Applications must include detailed long-term maintenance plans.
- Applications must include specific education and outreach goals with implementation plans.
- Applications must include proposed designs for the project, showing the stormwater

management features and their expected runoff tributary areas.

- Projects to be installed and in service by the end of 2016 will be given preference. Projects awarded in 2016 must be constructed and in service by November 1, 2017. Projects not completed by November 1, 2017 will forfeit awarded funds.
- Single-family home projects are not eligible for grant funding.

Requirements for awarded projects include:

- Successful applicants (and legal property owners, if different) must sign a Grant Agreement with PWSA.
- An agreement to operate and maintain the project will be part of the Grant Agreement, which will be notarized and filed with the County's Recorder of Deeds.
- To facilitate inspection and monitoring, property owners must sign a property access agreement to allow PWSA staff to access the GI project.
- Reimbursement will occur only after project completion (installation and commissioning). PWSA must receive clearly labeled receipts or paid invoices with the request for reimbursement.

## Schedule

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- Two optional information sessions will be held at PWSA's Downtown office, 1200 Penn Ave (choose either session):

Tuesday, 3/1, 10:00-11:30am

OR

Wednesday, 3/2, 5:30-7:00pm

Please RSVP via PWSA's website, <http://www.pgh2o.com/GI-Grant>, or to [icao@pgh2o.com](mailto:icao@pgh2o.com) or 412-255-8800 x8562.

- Deadline for Mini-Grant Applications:

Wednesday, March 23rd at 12pm

Online application and all supporting documents must be received by PWSA by this deadline.

Awards will be announced in late April. Recipients will be expected to attend an orientation meeting with PWSA staff.

## Application Instructions

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Please submit answers to all application questions using the online form, and email all supporting documents (.pdf format, maximum 10MB) to [greeninfrastructure@pgh2o.com](mailto:greeninfrastructure@pgh2o.com) with the project name in the subject line. Questions or technical difficulties? Email [greeninfrastructure@pgh2o.com](mailto:greeninfrastructure@pgh2o.com).

## Application Evaluation Criteria

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Applications will be reviewed and scored using the following criteria. Grants will be awarded at the discretion of PWSA.

### 1. WATER QUALITY BENEFITS (30 points)

The expected capacity in gallons of water kept from entering area sewers or waterways, and/or the water quality benefit derived from the project. Measured by a) efficiency of impact, including expected cost per gallon of stormwater managed on a per storm event basis, total volume to be infiltrated (preferable in most cases) or detained for slow release, and total

reduction in combined sewer overflows, and b) expected improvement in water quality. (Note: Technical information not requested in the application form will be analyzed internally by PWSA during the evaluation process.)

## 2. VALUE OF THE PROJECT AS A DEMONSTRATION (20 points)

Applications that involve innovative green infrastructure or new methods to promote public awareness of GI strategies will be given special consideration (up to 5 bonus points). Applications should include specific education goals. Applications should also note the importance of the project to the community. Connection of individual GI projects to existing or larger-scale GI systems in the same watershed is encouraged. Monitoring and evaluation plans must also be included.

## 3. MANAGEMENT OF PROJECT (20 points)

The ability of the applicant to successfully manage all phases of the project, including design, construction, and maintenance. Partnerships and collaborations should be secured and documented in writing as appropriate, with roles clearly defined. If not the property owner, demonstrate legal ability to construct the project.

## 4. BUDGET INFORMATION (10 points)

Estimated project costs, including the amount requested for reimbursement and total project cost for each GI component. Additional consideration will be given to applicants sharing a higher percentage of project costs (including monetary and in-kind contributions).

## 5. ADDITIONAL SOCIAL AND ENVIRONMENTAL BENEFITS (20 points)

Projects that include job training or workforce development elements will be given additional consideration. Projects are also encouraged (but not required) to engage women-owned and minority-owned business enterprises (W/MBE, as certified by Allegheny County, Port Authority Transit, the Commonwealth of Pennsylvania, or some other governmental entity whose certification is determined to be acceptable by the Authority). PWSA seeks to support projects that have measurable community and environmental benefits in addition to water quality benefits (see examples of co-benefits below).

PWSA's priorities for green infrastructure include:

### EFFICIENCY OF IMPACT

- Expected cost per gallon of stormwater managed
- Total volume to be infiltrated (usually preferable) vs. detained for slow release
- Reduction in CSOs
- Leverage of other sources of funding

### IMPACT ON WATER QUALITY

- Expected improvement over current conditions
- Connection to GI systems in the same watershed/cumulative impact

### MONITORING

- Thoroughness of monitoring plan (must share data with PWSA)

### COLLABORATION

- All the necessary stakeholders are engaged; partnership details are well defined

### MAINTENANCE

- Thoroughness of maintenance plan, including budget and long-term funding sources

### EDUCATION

- Opportunity for training; opportunity to inform community about stormwater/GI; visibility

### CO-BENEFITS

- Stimulates economic development in an area where it is needed
- Improves air quality
- Reduces risk of flooding
- Provides recreational opportunities
- Aligns with urban tree canopy goals
- Creates publicly accessible green space
- Reduces heat island effect
- Increases habitat/biodiversity
- Aligns with City of Pittsburgh’s Climate Action Plan
- Innovation
- Demonstrates green infrastructure technology or techniques that have not yet been implemented in Pittsburgh

## SECTION I: Project Information

1.

**Project Name**

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2.

**Contact Information**

Applicant Name:

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3.

Applicant Address/City/State/Zip:

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4.

Phone:

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5.

Email Address:

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6.

**Project Information**

Green Infrastructure Property Address:

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7.

Property Owner:

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8. Allegheny County Block and Lot Number(s):  
Allegheny County Real Estate Website:  
<http://www2.county.allegheny.pa.us/RealEstate/search.aspx>

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9. Neighborhood:

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10. Watershed:  
<http://www.accdpa.org/conservation-solution-center/watershed/>

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11. Property Type:  
*Mark only one oval.*

- Government/Institutional
- Residential
- Commercial
- Industrial
- Other: .....

12. Site Ownership:  
*Mark only one oval.*

- Public
- Private
- Nonprofit/NGO
- Other: .....

13. Year site was purchased:

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14.

Type(s) of Green Infrastructure (list):

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15.

Proposed total area of the GI strategies (square feet or acres; do not include drainage area):

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16.

Project is:

*Mark only one oval.*

Retrofit/Renovation

New Development

Other: .....

17.

**Project Description**

Provide a brief narrative description of your project (no more than one paragraph). If awarded, this description will be included in the legal grant agreement.

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18.

**How complete is design of GI strategy (estimated percent)? \_\_\_\_% complete**

Include a design with emailed application supplements. Design does not have to be professionally drawn, but must indicate estimated project plans to scale. Identify each type of green infrastructure proposed, and indicate stormwater tributary area.

\*Construction projects without a design will not be accepted.

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19.

**Project Partners and Collaborators**

List and identify roles of each partner:

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20.

**Is the project on a vacant lot?**

Mark only one oval.

Yes

No

21.

**If project is on a vacant lot, has the applicant met with the City's Open Space Specialist?**

[shelly.dankoday@pittsburghpa.gov](mailto:shelly.dankoday@pittsburghpa.gov) 412-255-2287

<http://pittsburghpa.gov/dcp/adoptalot>

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22.

**How does the project align with documented community plans for the neighborhood or area?**

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23.

**Will this project affect known flooding areas? (Yes/No)**

If Yes, please explain.

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24.

**Proposed Schedule**

Summarize the project schedule. Include start and end dates, design, construction and other project milestones. A detailed schedule may be submitted as a supporting document by email in addition to the summary below.

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25.

**Project Success**

How will success of the project be measured?

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**Stormwater Capture Capacity and Water Quality Benefits**

**GI Holding/Infiltration Capacity**

Provide detailed calculations demonstrating expected performance of GI, for verification by PWSA. This link to the National Stormwater Management Calculator is offered as a resource that may be helpful: <http://greenvalues.cnt.org/national/calculator.php>. Summarize below and submit results as a supporting document.

26.

Describe the design capacity of the green infrastructure project. Include information such as: 1.) In any given storm, this project has the capacity to capture (X) gallons. 2.) This project manages stormwater runoff from a total impervious area of (X) square feet. 3.) The project is designed to capture 100% of runoff in a (X-inch, X-hour) rainstorm.

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27.

**GI Design Capacity for Each GI Type**

GI Type 1 (If more than three types of green infrastructure are included in the project, please submit a table showing area, capacity, and cost for each type, as a supporting document.)

*Mark only one oval.*

- Rain Garden/Bioswale
- Rainwater Harvesting for Reuse
- Green Roof
- Permeable Pavement
- Streetscape Stormwater Management
- Constructed Wetland
- Other (Please describe below)

28.

**Type 1 Area, Volume, and Capture Capacity**

Examples: 100 square feet; 300 cubic feet; 900 gallons

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29.

**Type 1 Estimated Cost**

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30.

GI Type 2

*Mark only one oval.*

- Rain Garden/Bioswale
- Rainwater Harvesting for Reuse
- Green Roof
- Permeable Pavement
- Streetscape Stormwater Management
- Constructed Wetland
- Other (Please describe below)

31.

Type 2 Area, Volume, and Capture Capacity

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32.

Type 2 Estimated Cost

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33.

GI Type 3

Mark only one oval.

- Rain Garden/Bioswale
- Rainwater Harvesting for Reuse
- Green Roof
- Permeable Pavement
- Streetscape Stormwater Management
- Constructed Wetland
- Other (Please describe below)

34.

Type 3 Area, Volume, and Capture Capacity

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35.

Type 3 Estimated Cost

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36.

Describe the water quality/quantity benefits of your green infrastructure project:

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37.

Is there something unique about your project? Does your project contain an element of innovation? Does it incorporate multiple GI elements? (Please describe in detail):

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38.

Did you consider traditional ("gray" infrastructure) stormwater management? If so, what alternatives did you consider and what was their cost compared to green infrastructure?

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39.

How does the proposed GI connect to the existing or new sewer infrastructure?

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40.

What is the useful life expectancy of your GI project? Explain:

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### **Project Management**

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41.

**Provide a brief description of key staff and their roles for the project.**

Consider project management, design, construction management, maintenance, education, outreach, etc. Include a summary of each person's experience managing similar projects.

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### **Monitoring and Evaluation**

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42.

**How will you measure the impact(s) of your GI project? Describe each monitoring and evaluation program in detail.**

PWSA needs to be able to document the impact of green infrastructure on sewer overflows, and is also interested in collecting data regarding other benefits of green infrastructure. All Matching Grant recipients are expected to conduct monitoring and impact evaluation in the way that best fits the project. PWSA is developing a Monitoring Protocol, which will be made available at the Information Sessions and on the application page on PWSA's website. All monitoring data must be shared with PWSA.

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### **Maintenance**

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Note: Applicant and legal property owner will need to sign a legally binding statement of agreement to carry out the maintenance plan before funds are disbursed. If maintenance is to be done by someone other than the applicant, please include a copy of the signed maintenance agreement with the supplemental materials.

43.

**Maintenance Plan:**

Green infrastructure requires ongoing maintenance to remain effective for the long term. Describe your maintenance plan and schedule for all GI facilities, outlining the specific types of maintenance activities required, probable frequencies, personnel and equipment requirements, for all seasons. Include a budget of estimated annual maintenance costs.

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44.

**Who will conduct the maintenance (be specific)?**

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45.

**Identify method of financing continuing operation and maintenance.**

(Note: PWSA Green Infrastructure Matching Grants cannot be used to fund long-term maintenance activities.)

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46. **What training will be needed for maintenance staff to perform the required maintenance?**

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47. **How will the training be accomplished?**

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**SECTION II: Budget**

Provide a detailed project budget via email as a supporting document. List funding sources and uses, including funds to be used as a match for this program. Note which sources are committed. If match funding is contingent on pending grants or donations, please provide details of estimated funding sources.

PWSA will reimburse no more than 50% of green infrastructure project costs. For projects where green infrastructure is a portion of a larger development project, please note the cost of the GI itself as well as the total project cost. Projects must have a minimum matching grant request of \$5,000, to be used solely for green infrastructure.

48. **Budget Summary:**

Total Project Cost (entire project): (\$)  
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49. Total Green Infrastructure Project Cost (if part of a larger project): (\$)

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50. Total PWSA Request: (\$)

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51. Total Applicant Match Funding:(\$)  
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52. Is the match funding for this project secured? (Yes/No)  
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53. What percent in match funding are you requesting from PWSA? (%)  
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54. **Design Costs:**  
 Up to 20% of the total grant request for the GI project can be used to fund design activities. For example, a bioswale project that requests a \$10,000 matching grant may use up to \$2,000 of this award for design. Amount of request to be used for design work, if any: (\$)  
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55. **Vegetation Establishment Activities:**  
 Up to 5% of the total grant request may be used to fund vegetation establishment activities. For example, a bioswale project that requests a \$10,000 matching grant can use up to \$500 of that request for vegetation establishment work (weeding, plant replacement, etc.). If you are requesting these funds, be sure to include (in the maintenance plan) a detailed description of the maintenance activities that will be carried out. Note that all reimbursable work must be completed by the end of the second growing season. Amount of your request to be used for vegetation establishment activities, if any: (\$)  
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**SECTION III: Education/Promotion**

56.

**Visibility:**

The project (Check all that apply):

*Check all that apply.*

- Allows for physical public access
- Is directly visible from publicly accessible vantage points
- Creates usable publicly accessible green space
- Creates green space accessible to certain populations

57.

If your project creates green space accessible to certain populations, please specify and explain:

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58.

Estimated annual number of people at site location who will view the GI feature(s):

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59.

How do you plan to promote your project? Include frequency of each promotion and expected outcomes of each promotion (be specific):

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60.

Describe any educational program associated with your project. Include target audience (s), what lessons will be incorporated, goal of educational program, educational partners:

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### SECTION IV: Significance of Project

Projects that have an enhanced ability to reach out to larger regional audiences and may catalyze the acceptance and widespread use of green infrastructure are of special interest to this grant program.

61.

**Check all that apply:**

*Check all that apply.*

- Project has a capture capacity of 10,000+ gallons.
- Project site has 10,000+ visitors a year.
- Site is generally considered a regional landmark or destination.
- Project has a planned education and outreach strategy that reaches out to multiple groups (adults, children, business owners, private residences, etc.).

62.

**Capture Capacity**

Total ANNUAL capture capacity of your project (gallons per typical year of rainfall):  
<http://greenvalues.cnt.org/national/calculator.php>

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63.

**Visibility**

How many visitors are expected at your site annually? (Traffic counts/drive-by views are not included.)

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64.

How are visitor counts verified?

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65.

**Landmark Status**

Is your project site considered a regional landmark or destination? If so, please describe why.

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66.

**Additional Benefits**

Describe any sustainable elements of your project (environmental, social, or economic benefits of your project - triple bottom line):

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**SECTION V: Economic Development**

PWSA is interested in maximizing the impact of its spending on the local economy. Projects that include one or more of the following economic development opportunities will score higher during the evaluation process. Projects signifying W/MBE or job training components will be expected to report on these elements.

67.

Does the design or construction of your GI project include any of the following? (check all that apply):

*Check all that apply.*

- Job training or certification programs
- Education opportunities
- Partnerships with pre-apprenticeship or similar programs
- Certified minority- or women-owned businesses (W/MBE) participation

68.

Include any pertinent information on sustainable economic development elements (job training, education, economic impact on the community, small business, W/MBE):

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69.

If included, what is the approximate percentage of work to be completed by W/MBE firms?

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70.

What local materials will be sought for the construction of your project? (List, if known):

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**SECTION VI: Conflict Disclosure**

Applicants must disclose all family or business relationships with PWSA, its board members, its staff, or members of its Green Infrastructure Technical Advisory Committee. Note: such a relationship will not disqualify an applicant; however, such relationships must be disclosed in the interest of transparency.

71.

Relationships to disclose:

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**SECTION VII: Green Roof Information (Green Roof Projects Only)**

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Minimum standard: Green Roofs must have at least 3” of growing media or demonstrate at least 1” of stormwater retention.

72.

Depth of growing media:

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73.

Inches of stormwater retained:

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74.

Type of green roof:  
Check all that apply.

- Modular
- Built-in (integrated)
- Other: .....

75.

Vegetation:  
Check all that apply.

- Pre-planted trays
- Vegetated mats/tiles
- Plugs
- Other: .....

76.

Project is:  
Mark only one oval.

- Retrofit/Renovation
- New Construction

77.

Year building was built:  
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78.

Total roof area (square feet):  
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79.

Green roof area (green portion only, no pavers, ballast, etc.) (square feet):  
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80.

Besides PWSA, are you seeking other funding sources for your roof?  
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## SECTION VIII: Terms and Conditions

81.

### Supporting Information You Must Provide With Your Application:

Submit in .pdf format by email to [greeninfrastructure@pgh2o.com](mailto:greeninfrastructure@pgh2o.com). Items 1-5 are required of all applicants. Items 6-14 may be required, depending on the application.

*Check all that apply.*

- 1. Current site photograph(s).
- 2. Legible and scalable design plans.
- 3. Itemized budget specifying green infrastructure costs.
- 4. Proof of legal site ownership or site control. If not the property owner, a letter of support indicating legal approval to construct specific project on property by applicant.
- 5. Documentation of key partnerships, and letters of commitment from partners (including property owner, if not the applicant).
- 6. Table summarizing GI by type, area, capacity and cost.
- 7. Calculations of stormwater management capacity, measured in gallons.
- 8. Monitoring plans to measure stormwater impact and additional benefits of project.
- 9. Detailed plan for community engagement or educational programming, with roles outlined.
- 10. Detailed project schedule.
- 11. Green roof applicants must submit proof of adequate structural load-bearing capacity for proposed roof, signed or stamped by a professional engineer.
- 12. Detailed maintenance plan, including how staff or third party will be trained and will conduct maintenance through lifetime of the project.
- 13. Signed maintenance agreement, if maintenance is to be conducted by a third party.
- 14. Proof of tax-exempt status, if the applicant is tax-exempt.

### Conditions:

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- Projects must be located within PWSA's sewer service area in the City of Pittsburgh.
- Projects cannot be complete prior to the application deadline.
- Projects awarded in 2016 must be completed by November 1, 2017.

THIS IS A REIMBURSEMENT PROGRAM. NO INVOICES WILL BE PROCESSED UNTIL PROJECTS ARE COMPLETE AND ALL REPORTING AND OTHER REQUIREMENTS HAVE BEEN MET.

### Responsibilities of Awardees (applicable to all approved projects):

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- Applicants will be required to enter into a Grant Agreement with PWSA including a legal agreement for long-term maintenance of the project. If the applicant does not sign the Grant Agreement within three months after receiving it from PWSA, then PWSA may withdraw its

funding offer.

- Awardees are responsible for obtaining ALL necessary permits.
  - Monitoring data must be shared with PWSA.
  - Awardees agree to allow PWSA to publicize the project, and will inform PWSA of any press or media related to the project. In addition, awardees agree to acknowledge PWSA's support in press or media stories and promotional materials.
  - Awardees will provide PWSA with photos of the project, both in process and as completed.
  - Awardees will submit project updates when requested by PWSA and a Final Report upon completion of the project.
  - Awardees will complete W/MBE and Economic Impact Reports, if requested.
  - Design and content of educational signage must be approved by PWSA before installation.
  - Awardees will allow access to the project site for the purposes of inspections and educational tours, and may be asked to participate in ribbon-cutting event or tour.
  - Awardees agree to allow the project to be nominated for various project award opportunities and participate in application and/or awards ceremony.
  - Project information will be added to the Regional Green Infrastructure Atlas on 3 Rivers Wet Weather's website.
  - Awards may be subject to federal taxation. Recipients are responsible for any taxes and fees applicable to their receipt of funding through the program.
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