



**Information Request for Standalone  
Stormwater (SW) & Nonpoint Source (NPS) Management Plans  
DEADLINE FOR SUBMITTAL: 5:00 PM April 17, 2026**

This information request is to be completed by loan applicants that are interested in receiving principal forgiveness for a standalone SW and NPS Management Plan, *not requesting financial assistance for an infrastructure (construction) project.*

To properly evaluate and rank standalone SW/NPS Management Plans for potential CWSRF funding and possible loan principal forgiveness, the Department of Environmental Protection (DEP) needs specific information on the proposed plan. Please submit the following information for all plans that you are requesting potential CWSRF funding.

The completed form(s) **must be e-mailed** to, [Maine.CWSRF.Grants@maine.gov](mailto:Maine.CWSRF.Grants@maine.gov), by **5:00 p.m. April 17, 2026**. If you have any questions regarding the submittal process, please email [Maine.CWSRF.Grants@maine.gov](mailto:Maine.CWSRF.Grants@maine.gov) with 'Stormwater/NPS' in the subject line or contact Wendy Garland at (207) 615-2451.

Project Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Unique Entity Identifier (UEI) from <https://sam.gov/content/home>: \_\_\_\_\_

Name and title of contact person for applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

*If an Engineering Firm has been selected, please state the firm's name and project manager.*

Name of Engineering Firm: \_\_\_\_\_

Name and title of engineer contact: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

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**Section 1 – Project Area Median Household Income (MHI ):**

**A. This section must be completed and submitted to the Department to be eligible for principal forgiveness.**

**Median Household Income:** \$ \_\_\_\_\_

Include MHI Data from the community or communities in the project area. This information will be used in scoring project economic considerations. When available, the income data presented to the Department shall be prioritized in this order:

- 1) *A State approved system-wide income survey that was finalized within the **past five years.** **Exceptions may be made for surveys outside the five-year window if this project was on a previous IUP.** If the applicant’s MHI data is from an approved system-wide income survey, identify the organization that conducted the survey and the date it was finalized.  
**Organization:** \_\_\_\_\_ **Date Survey Completed:** \_\_\_\_\_*
- 2) *Census Designated Place (CDP) data, if the sewered area closely approximates the CDP area; then*
- 3) *Town data.*  
*CDP and town data shall be from the U.S. Census Bureau – [https://data.census.gov/cedsci/enter:dp03: selected economic characteristics “Your Town & State”](https://data.census.gov/cedsci/enter:dp03:selected%20economic%20characteristics%20Your%20Town%20&%20State),  
select Product: **2024 ACS – 5 Year Estimates Data Profiles***

**B. Loan Commitment Date:** For the successful applicant to be guaranteed **any** CWSRF funding and to receive any offer, the applicant must enter a binding loan commitment (closing date) with the Maine Municipal Bond Bank (MMBB) by September 30, 2027.

Is the applicant prepared to enter a loan commitment with the MMBB by September 30, 2027?

Yes No

**C. Project Area Map: A map of the project area must be provided with the application.** The map should clearly show project boundaries, major roads, town lines and other identifying landmarks.

Is a project area map provided in the application?

Yes No

**Section 2 – SW/NPS Plan Information:**

*(Please indicate if you are interested in Stormwater and/or Nonpoint Source Plan funding, pending availability.)*

**A. Stormwater and NPS Management Plans (SW/NPS Plans):** The Department is offering up to \$50,000 in additional loan principal forgiveness (PF) to borrowers to develop a SW/NPS Plan developed in accordance with the Department’s minimum requirements<sup>1</sup>. See *Attachment 5* for information on SW/ NPS Plans and essential elements. If you are interested in up to \$50,000 in additional loan principal forgiveness as outlined above, please indicate so and state the amount you are interested in. Please note that SW/NPS Plans are to be completed within 18 months after receiving the loan.

Yes                      No                      Amount requested (up to \$50,000) is \$ \_\_\_\_\_

**B. Stormwater and NPS Management Plans Projects:**

Select the project type associated with the request. (Select only one.)

**Stormwater**

- Stormwater Asset Management Plans
- Stormwater Utility Development Plans

**NPS**

- NPS Watershed Surveys
- Stream Crossing Resilience Surveys
- Stream Geomorphic Assessments
- Chloride Source Control Needs Assessment and Planning
- Watershed Management Plans Development
- Watershed Management Plan Update
- Design of BMP identified as critical part of waterbody protection or restoration plan

**Section 3 – Project Financials:**

**A. Project Budget:**

Funding Request:	\$
Local Match <sup>1</sup> :	\$
Total Budget:	\$

**B. Budget Estimates by Cost Category**

Cost Category	CWSRF	Local Match	Total Cost
Applicant Salary & Fringe			
Contractual			
Donated Partner Services <sup>2</sup>			
Supplies			
Other			
<b>Totals</b>			

**Details on Above Items:**

<sup>1</sup> The PF funds for Stormwater/NPS Plans require 100% match, which can be in the form of in-kind services.

<sup>2</sup> Provide additional information in the box below. If volunteer services will be used as match, provide the hourly rate and how the rate was established. If paid staff will provide match, provide their hourly rate and number of hours.

**Section 4 – Project and Waterbody Information:**

Narrative responses for this section should be a maximum of 8 pages. Approximate length of each section is provided below.

**A. Waterbody (or Waterbodies) Benefitting from the Project:**

**B. Environmental Need for Project (1/2 page – 1 page):**

Provide information about the water quality of the waterbody/waterbodies. Include whether the water(s) are listed as impaired<sup>3</sup> or threatened<sup>4</sup> and what is known about the causes of the impairment/ threat to water quality, habitat and/or aquatic life. Provide relevant evidence, analysis or other resource- specific information.

**C. Project Description (1-4 pages):**

Describe the project and how it will address one or more of the important causes of impairment or threats to water quality or advance understanding if the causes are not well understood. Describe the scope of the project, key project tasks, timeline and roles/responsibilities of staff, contractors and partners. Describe how the essential elements for the project type will be addressed (see Attachment 5). List key project deliverable(s).

**D. Plan Implementation (1/2 to 1 page):**

Describe how the resulting plan or recommendations will be implemented, including expected timeline, potential or secured funding sources and parties responsible for implementation.

**E. Watershed Approach (1/2 to 1 page):**

Describe how the proposed project fits into a comprehensive watershed management approach. If the project supports implementation of a DEP-approved Watershed-based Management Plan or Lake Protection Plan<sup>5</sup>, provide the name and approval date of the plan and reference the action item(s) in the plan associated with this proposed project.

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I certify that I am knowledgeable of the projects included in these forms and have provided information that is accurate, truthful, and complete. Inaccuracies may impact funding offers.

**Title and Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

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<sup>3</sup> [Maine DEP's Integrated Water Quality Monitoring and Assessment Report \(2022\)](#)

<sup>4</sup> [Maine DEP's Nonpoint Source Priority Watersheds List](#)

<sup>5</sup> [Watershed-based Plans and Lake Protection Plans](#)