
319 GRANT PROJECT BMP IMPLEMENTATION PLAN GUIDELINES

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BMP Implementation Plan Requirements

A Best Management Practice Implementation Plan (BMP IP) must be submitted to and approved by DOW NPS Program staff before any implementation begins (see BMP Implementation Plan Condition in the Grant Guidance document).

When projects are implementing BMPs for multiple nonpoint source categories (i.e. agricultural, onsite, etc.) the contractor may choose to write individual BMP IPs for each category or may write one all-encompassing BMP IP.

The basic requirements outlined below should be included in the BMP IP. Not all of the requirements outlined below will be relevant for every project. Sub-grantees should discuss which requirements should be included in their BMP IP with their assigned Technical Advisor.

Provide a list of BMPs to be implemented.

- List all BMPs that may be used as part of the project. Consider all best available technologies. These technologies may be outside the realm of what is currently being used in the area.
- BMPs should address stream impairments and the pollutant source causing the impairments (specific to each sub-watershed) as identified in the watershed-based plan or approved through amendment by DOW.
- BMPs selected must be directly from the watershed-based plan. Additional BMPs must be reviewed and approved by the DOW.
- When using NRCS BMPs include NRCS practice codes and an attachment describing the BMP. This information can be found in the [Field Office Technical Guide \(FOTG\)](#). The NRCS Practice Codes section 4 of the technical guide.

Prioritize BMPs implementation location.

- Implementation plans should include a prioritization of implementation location based on: Priority subwatersheds listed in the approved Watershed Plan
- Proximity to waterbody (BMPs that will be implemented on properties closer to the stream may be prioritized higher than BMPs implemented on properties further from the stream).
- Knowledge of identified impairments (higher priority for listed streams in the watershed)

Prioritize BMPs types for implementation.

- Listed BMPs may be prioritized based on one or a combination of the following factors... Recommendations made from current watershed-based plan. Deviations from the approved Watershed Plan must be approved by DOW.
- Specific BMPs (such as the installation of an alternative water source) may be prioritized over other BMPs (such as pasture renovation).
- The sub-watershed that BMPs will be implemented (one type of BMP implementation may be more appropriate in certain subwatersheds but not others).

Factors to consider when prioritizing BMPs for implementation.

- Will the priority BMP address the main pollutant concerns the sub-watershed?
- The relative treatment efficiency of the BMPs. Preference should be given to high-impact BMPs.
- Life expectancy of the practice. Preference should be given to BMPs that are likely to result in long-term impacts.
- Does the practice address the cause of pollution, or is it just a “band-aid?” Does the practice promote changes in management of a property? An example would be prioritizing the implementation of rotational grazing over just pasture renovation.
- The estimated cost of the practice (including labor and material).
- The operation and maintenance required for the BMP to operate efficiently. Preference should be given to BMPs that are easy and/or inexpensive to maintain.
- For onsite wastewater projects, consider wastewater plans for the area and consider only implementing septic BMPs in areas not likely to get sewer line extensions within the next 10 years.
- Permits or easements necessary to implement the BMP (i.e. stream crossings). Securing permits and/or easements is a time consuming process that must be appropriately factored into the timeframe of the project.

Describe the BMP application recruitment process.

- Describe how applications to implement BMPs will be advertised or distributed. Will there be any targeted efforts, such as going door-to-door or holding public meetings?
- Describe how and when applications to implement BMPs will be collected.
- Describe the process for selecting applications/BMPs for implementation.
- Projects that receive multiple applications for BMPs from landowners/homeowners must have a process in place to select which applications (BMPs) are funded, and in what order they are funded (if necessary).

- It is recommended that a numeric ranking process be developed for selecting BMPs for implementation when multiple BMP applications have been submitted. This selection process should be straightforward, transparent, and provide justification for why BMPs were selected for funding.
- Recommended criteria that could be used in a numeric ranking process are the same as the factors to consider when prioritizing BMPs listed in the “Prioritize BMPs for implementation” section above.

Describe how technical assistance will be provided to facilitate BMP implementation.

- Identify which partner(s) will assist with providing technical assistance (NRCS representative, DOC representative, local health department representative, etc.), and what their role and/or responsibilities will be.
- Outline the roles the Watershed Coordinator, Project Manager, and/or other project staff will fulfill in providing technical assistance for BMP implementation.

Explain the financial plan of action.

- Please be advised that the Section 319(h) grant is a reimbursement grant; all work implementing the BMP must be complete before reimbursement is given.
- Outline the percentage or amount of cost-share the landowner/homeowner will be responsible for.
- Outline what types of contributions will be accepted as cost-share/match from the landowner/homeowner (donation of time, donation of equipment use, payment of Health Department inspection fees, donation and/or purchase of materials, etc.)
- Describe what documentation the landowner/homeowner/consultant/sub-contractor will be expected to provide for reimbursement. All documentation (such as receipts for materials) must be submitted as part of the invoice to DOW NPS Program staff.

Describe the maintenance agreement with landowner.

- A long-term maintenance agreement with the landowner for the implemented BMPs must be provided. All BMPs should be maintained through the life expectancy of the practice.

Describe the notification process to DOW.

- The DOW NPS Program Technical Advisor (TA) that is assigned to your project must be advised of BMP implementation before it begins. The preferred method of notification is email.

- The notification should include a list of BMP(s) to be implemented, the location where they will be implemented, and the expected date of implementation.
- Notifications can be sent on an individual BMP basis or as batch after multiple BMPs have been selected for funding.
- Provide a statement that at minimum, agricultural and forestry BMPs will comply with KY Ag Water Quality Act or the Forest Conservation Act.

Other supporting documents:

Other supporting documents that may need to be developed concurrently with this BMP Implementation Plan are:

- BMP Application for landowners/homeowners to fill out and apply for the cost-share program.
- BMP Long-Term Maintenance Agreement (see above)
- Please note that both of these documents must be submitted to and approved by DOW NPS Program staff.

Revisions to an approved BMP Implementation Plan

- Need to be approved by DOW NPS Program staff.
- If changes are made that affect the BMP implementation process, the contractor must submit a revised BMP IP reflecting these changes.