

**Eligibility Screening Checklist**

**Instructions:** Complete this checklist before applying for grant funding under s. 281.665, Wis. Stats., and ch. NR 199, Wis. Adm. Code. The Checklist will help you to determine whether or not your project is eligible for funding under the Municipal Flood Control Grant program.

1. Complete questions 1 through 3 of "Section I: Project Screening Information." Proceed to question 4 only if the project passes the eligibility criteria established in questions 1 through 3.
2. If you decide to submit an application for funding, include this completed Eligibility Screening Checklist with other required application materials.

Applicant Name	Project Title
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**Section I: Project Screening Information – Select one box for each question**

- Yes  No    1. Does the project increase runoff or raise flood elevations upstream or downstream?
- Yes  No    2. Does the project channelize a waterbody?
- Yes  No    3. Does the project line a waterbody with impervious materials?

**If YES to 1, 2 or 3 above, the project is ineligible for Municipal Flood Control funding. Stop here.**

- Yes  No    4. Does the project provide flood protection to the 100-year flood elevation or greater?
- Yes  No    5. If NO to # 4, can the project be modified to provide that level of protection?
- Yes  No    6. Does the project include historic structures or archaeological sites?
- Yes  No    7. If YES to # 6, does the project protect these structures or sites?
- Yes  No    8. Is the applicant in good standing in the National Flood Insurance program?
- Yes  No    9. Does the project protect the natural and beneficial functions of aquatic and riparian environments?
- Yes  No    10. Is this project consistent with land use, watershed and other resource management plans?  
If NO, explain in your submittal.
- Yes  No    11. Does the project provide adequate opportunity for public access and use of the waterbody?
- Yes  No    12. If NO to # 11, are there compelling health or safety concerns related to public access?  
Explain in your submittal.
- Yes  No    13. Has the applicant held public meetings and conducted other outreach efforts related to this project?
- Yes  No    14. Is there public opposition to this project? If YES, describe the type and nature of the opposition in your submittal.
- Yes  No    15. Will the applicant follow Best Management Practices in all phases of the project?

**Section II: Other Funding Sources**

- Yes  No    16. Has the applicant applied to other financial and technical assistance programs for this project?

If YES, list all programs and funding amounts requested and received:

Program Name	Funds Requested	Date Requested	Funds Received	Date Received

# Municipal Flood Control Grant Application

Form 8700-291 (R 10/09)

Page 2 of 4

**Notice:** Use of this form is required by the DNR for any application filed pursuant to s. 281.665, Wis. Stats., and ch. NR 199, Wis. Adm. Code. Personally identifiable information collected on this form will be used for grant administration purposes and is not intended to be used for any other purpose. Information will also be made available to requesters as required under Wisconsin's Open Records law [ss. 19.31 - 19.39, Wis. Stats.].

Applications must be considered complete by the Department in order to be processed.

DNR Use Only – Ranking & Scoring		
Project Region	Regional Floodplain Reviewer Name	Telephone Number (include area code)
Application Score	Grant Request Type: <input type="checkbox"/> Acquisition & Development <input type="checkbox"/> Local Assistance Grant	
GMU Leader / Basin Leader Acceptance of Project: <input type="checkbox"/> Yes <input type="checkbox"/> No    Reason: _____		

## Applicant Information

Applicant Name (ex: City of ...)		County	
Authorized Representative Name		Title	Telephone Number (include area code)
Contact Name		Contact Title	
Contact Telephone Number (include area code)	Contact Fax Number (include area code)	Contact E-Mail Address	
Street Address	City	State <b>WI</b>	ZIP Code
Type of Eligible Applicant: <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town <input type="checkbox"/> Indian Tribe <input type="checkbox"/> Metropolitan Sewerage District as defined in ch. NR 200, Wis. Adm. Code			
Consulting Firm or Contractor, if applicable		Consulting Contact Person Name	Title
Telephone Number (include area code)	Fax Number (include area code)	E-Mail Address	
Street Address	City	State	ZIP Code

## Project Information

Project Type: (select applicable – 1 high to 8 low)

- Property acquisition and removal of structures which due to zoning restrictions cannot be rebuilt (ranks 1)
- Property acquisition and removal of structures in the 100 year floodplain (ranks 2)
- Property acquisition and removal of repetitive loss or substantially damaged structure (ranks 3)
- Property acquisition and removal of flood damaged structures (ranks 4)
- Floodproofing and flood elevation project in the 100 year floodplain that will remain in the 100 year flood plain (ranks 5)
- Riparian Restoration project on a watercourse: (1) dam or artificial obstruction removal; (2) fish & native plant habitat restoration; (3) erosion control and streambank restoration (ranks 6)
- Acquisition of vacant land for flood water control/storage or flood water flowage easement (ranks 7)
- Flood control detention pond (ranks 8)

Project Title

Project Location Description Summary, e.g., names of streets, number of blocks, lots or parcels of land

Legal Description: Provide Public Land Survey Coordinates						FEMA Floodplain Map Panel Number
County	Range	E / W	Township	Section	Quarter	Quarter/Quarter
N						
Flood Elevation / Ground Elevation Information						Datum (select one) <input type="checkbox"/> NGVD29 <input type="checkbox"/> NAVD88

# Municipal Flood Control Grant Application

Form 8700-291 (R 10/09)

Page 3 of 4

## Acquisition and Development Eligible Cost Estimate Summary

The costs listed in this section must be incurred during the grant period in order to be eligible for reimbursement or to count as local match.

Eligible Cost as Described in NR 199	A 70% Grant Request	B 30% Local Share	A + B = C Total Cost
1. DNR determined fair market value of property			
2. Cost of appraisals			
3. Land surveys			
4. Displaced person relocation payments			
5. Title evidence			
6. Recording fees			
7. Historical and cultural assessments required by DNR			
8. Environmental inspections			
9. Structure removal cost			
10. Construction of flood control structure			
11. Riparian restoration of flood control project			
12. Engineering or planning fees for project (inc. previously incurred)			
13. Structural floodproofing and elevation cost			
<b>Totals</b>	\$	\$	\$

## Local Assistance Eligible Cost Estimate Summary

Costs listed in this section must be incurred during the grant period in order to be eligible for reimbursement or to count as local match.

Eligible Cost as Described in NR 199	A 70% Grant Request	B 30% Local Share	A + B = C Total Cost
1. Labor			
2. Laboratory analysis			
3. Surveys			
4. Publications			
5. Mailings			
6. Professional service contracts			
7. Development activities and similar items			
8. Engineering or planning fees			
9. Materials			
10. Supplies			
11. Equipment			
12. Leased equipment			
13. Leased facilities			
<b>Totals</b>	\$	\$	\$

**Application Checklist (Send original and two copies to the Grant Program Manager)**

See Municipal Flood Control Grants – Part 4: Application Guide for detailed requirements:

- Application Form 8700-291 (3 pages)
- Project Evaluation
- Resolution
- Environmental Hazards Assessment 1800-001 (Completed Page 1 & 2)
- Detailed Project Description
- Map Showing Property Locations, Boundaries, and Existing Conditions
- Property Management Plan
- Applicant Project Scoring Sheet
- Property Acquisition Project Property Appraisal (property over \$200,000 requires the box checked below and only if property is over \$350,000 then two appraisals)

**Certification**

Select as applicable:

- This application requests funding for a single acquisition project that will cost over \$200,000 but less than \$350,000, and I am requesting a variance from s. NR 199.10(1)(e), Wis. Adm. Code, so that only one appraisal is needed. Before ordering the appraisal, I consulted the DNR Appraisal Reviewer. I understand that all individual projects over \$350,000 will need two appraisals.
- This project has received or is being considered for Federal Emergency Management Agency (FEMA) funding and I am requesting a variance request from s. NR 199.10(1)(c), Wis. Adm. Code, so that the FEMA certified appraisal can be used for Municipal Flood Control Grant purposes.

I certify that to the best of my knowledge and belief, information provided in this application is true and complete.

Name of Authorized Representative (print or type)	Signature of Authorized Representative	Date Signed