

Memorandum

To: Programs, Projects, and Operations Subcommittee

Subject: District Program – 17.0 Urban Conservation Assistance Program (UCAP)

Date: March 30, 2009

By: Gerry Bowen

District Program 17.0 - Urban Conservation Assistance Program (UCAP) was established by the District in 1987 to cost share with units of government (primarily) in solving relatively minor natural resource management problems. The cost share rate was set at 60%, up to a maximum amount of \$20,000 for project construction only. These applications are approved by Management, with budgeting concurrence of the Board.

In 1989, the UCAP Program was revised to raise the maximum cost share amount to \$25,000.

Management is now proposing some changes to the UCAP program to better reflect current economic conditions, and to make the program more attractive to sponsors. The “redline” version of the program is attached. Many of the changes are “cosmetic”, but several items need to be highlighted.

1. The engineering costs for design and construction observation would now be eligible for cost sharing.
2. The maximum cost share amount for each project is raised to \$30,000.
3. Reimbursement for the Sponsors’ personnel and equipment costs were not allowed although the guidelines didn’t specifically state that restriction.

It is intended that the changes go into effect for Fiscal Year 2011.

- **It is recommended that the Subcommittee recommend to the Board that the revisions to District Program 17.0 - Urban Conservation Assistance Program be approved.**

17.0 URBAN CONSERVATION ASSISTANCE PROGRAM

The Urban Conservation Assistance Program is an authorized program of the District to provide technical and financial assistance to units of government (sponsors) and citizen groups to help prevent or control erosion, flooding, and related resource concerns in urbanized areas.

Criteria For Assistance

1. ~~Benefits must accrue to more than one landowner.~~
2. ~~Be located on publicly owned land~~ Potential projects need to be on lands under control of the Sponsor through deed, lease, or easement.
3. Acceptable Practices:
 - a. permanent grade stabilization structures
 - b. channel stabilization measures
 - c. stormwater management facilities
 - d. diversions and terraces
 - e. ~~permanent seeding, sodding, and mulching of critical areas (\$100 per acre maximum)~~ Establishment of permanent vegetation on critical areas, includes seeding or sodding and mulching
4. An enclosed storm sewer is not and eligible practice or project.

Level of District Assistance District Responsibilities

1. Administer the Urban Conservation Assistance Program.
2. ~~Provide 60% of actual contracted construction costs up to a maximum of \$25,000 on each project~~ Reimburse Sponsors 60% of the actual costs of the project, including engineering, up to a maximum District contribution of \$30,000 per project.
3. All projects shall be approved by Management.
4. ~~Provide technical assistance by Staff in review and guidance on projects~~ Provide technical assistance on all projects.
5. ~~Applications are considered on a "first come, first served" basis.~~

Sponsor Responsibilities

1. Complete District's UCAP Special Project Request, Form 17.0.B, Manual of Standard Forms (Appendix E)
2. Execute and fulfill the District's Special Project Operation and Maintenance Agreement, Form 17.0.C, Manual of Standard Forms (Appendix E)
3. Provide all necessary land rights.
4. Provide the local matching funds.
5. Contract for the construction of the approved project. Sponsor's personnel and equipment costs are not eligible for reimbursement.
6. ~~Begin construction within one year of approval~~ Complete the project within one year of approval, unless prior written approval is obtained from the District.

(February 5, 1987; February 9, 1989; April 9, 2009)