

Required Documentation Guidance

1. Feasibility Study

Applicants are required to submit sufficient information to demonstrate that the proposed green infrastructure project is feasible to construct at their site. The Feasibility Study is a written document which must be submitted along with an online application. Based on a design professional's site evaluation, the Feasibility Study provides the basis and justification for your proposed design.

The Feasibility Study must be signed and stamped by a Qualified Professional licensed or certified to practice in New York State. A qualified professional is an individual who is knowledgeable in the principles and practices of stormwater management and treatment, such as a Professional Engineer or Registered Landscape Architect.

Required Elements

NOTE: The Feasibility Study must primarily address the green infrastructure practice(s), even if it is a portion of a larger project.

The recommended outline below contains the required elements which must be included when preparing your Feasibility Study.

I. **Cover Page** (*project title, owner, prepared by, professional's stamp, and date*)

II. **Executive Summary** (*Overview of the project's purpose*)

III. **Project Objective(s)** (*Describe goals for Green Infrastructure elements. Indicate whether the green infrastructure elements are a portion of a larger project.*)

NOTE: Only the green practices constructed that exceed the requirements of the SPDES General Permit for Stormwater Discharges from Construction Activity are eligible for GIGP funding.

IV. **Existing Conditions:** Include an analysis of the proposed project site which addresses the following elements:

- a. Current Land Use
- b. Depth to Bedrock
- c. USGS Soil Classification at green infrastructure practice location(s) (*see [USDA Web Soil Survey mapping tool](#)*)
- d. Depth to water table at green infrastructure practice location(s)
- e. Discussion of any other site considerations (*wetlands, flood plain elevations, hotspots, brownfield remediation or other potential design issues at the site*)
- f. Results of any boring logs, infiltration tests, or other subsurface investigations. If your project is selected, these will be required as part of the design process.

NOTE: If site conditions are not conducive to implementing green infrastructure practices, you should consider alternative funding sources that can support these other activities.

V. Project Description

- a. **Recommended Green Infrastructure Practice(s):** Provide a narrative that explains the proposed project and green infrastructure practices and why they were selected. Please note, only the following green infrastructure practices are eligible for GIGP funding: Permeable pavement, e.g. porous asphalt, concrete, or pavers; bioretention, e.g. rain gardens or bioswales; green roofs and green walls; stormwater street trees / urban forestry programs designed to manage stormwater; construction or restoration of wetlands, floodplains, or riparian buffers; stream daylighting; downspout disconnection; and stormwater harvesting and reuse, e.g. rain barrel and cistern projects. Additional information on these practices can be found at www.efc.ny.gov/gigp or in the CFA Available Resources Guide.
- b. Provide an estimate of the water quality volume to be managed through infiltration, evapotranspiration, and / or use on site. The [NYSDEC Runoff Reduction Worksheets](#) may be used as a reference in calculating estimates.

NOTE: For Feasibility Study purposes the WQv is an estimated quantity only based on a conceptual design that will be refined during the design development process. The NYSDEC worksheets are available as a reference tool but their use is not required at this stage.

VI. **Proposed Project Schedule** (*Estimated construction start date -- should be no later than two (2) years from the expected execution date of the grant agreement.*)

VII. **Anticipated Regulatory Approval and Permits** (*list all that will apply -- e.g., NYSDEC, NYSDOT, etc.*)

VIII. **Project Cost Estimate:** Include costs for Construction, Engineering, Equipment, Legal, Administrative Force Account, Technical Force Account, and Contingency. All costs should be in Current Year Dollars.

IX. **Water Quality / Water Quantity Monitoring:** If you are proposing water quality and / or water quantity monitoring, you must include a monitoring proposal and identify proposed costs in your budget.

NOTE: Projects classified as 212 (Point Source) projects under the Clean Water Act are eligible for funding to support the purchase of water quality/quantity monitoring equipment.

Projects classified as 319 (Non-Point Source) projects under the Clean Water Act are eligible for funding to support the purchase of water quality/quantity monitoring equipment, and up to three years of water quality/quantity monitoring activities.

Contact EFC directly for guidance on determining how your project will be classified.

Additional guidance on water quality and water quantity monitoring is available on EFC's [website](#).

2. Existing Conditions Graphic

A plan or diagram of the existing project site is required. It must include:

- a. Engineer / Landscape Architect name; date and project title
- b. North arrow / legend
- c. Graphical scale
- d. Site features (wetlands, streets, buildings, etc.)
- e. Location map
- f. Site topography
- g. Project location / address (including nearest cross street)
- h. Stormwater flowpath (also consider adjacent sites)
- i. Nearest receiving waterbody
- j. Location relative to the 100-year floodplain
- k. Other site considerations (hotspots, brownfield remediation or other potential design issues at the site)
- l. Location of any available boring logs, infiltration tests, or other subsurface investigations.

3. Conceptual Site Plan

A plan or diagram of the project's conceptual design is required. It must include:

- a. Engineer / Landscape Architect name; date and project title
- b. North arrow / legend
- c. Graphical scale (1 " = 10', 20', 30', 40', 50', 60' or 100')
- d. Location map
- e. Site features (wetlands, nearest waterbody, streets, buildings, etc.)
- f. Proposed GI practice location / layout showing stormwater flowpath (arrows)
- g. Estimated drainage area (indicate area(s) to be managed by each practice)
- h. Site grading (proposed conditions)
- i. Other design considerations

4. Site Photographs

Please submit photographs that are representative of existing site conditions.