

US EPA ARCHIVE DOCUMENT



EPA NEW ENGLAND REGION

2012 EQUIPMENT LOAN PROGRAM FOR VOLUNTEER WATER MONITORING

I. PURPOSE OF THE EPA EQUIPMENT LOAN PROGRAM FOR VOLUNTEER WATER MONITORING

The U.S. Environmental Protection Agency (EPA) has identified improved water quality as one of its highest priorities. The agency recognizes the value of monitoring data in guiding EPA, states and tribes in efforts to improve the health of the Nation's waters. There are waters, however, that states, tribes and EPA are not able to monitor at all or only on at a very limited basis. Here in New England, volunteer groups have played a valuable role in supplementing available monitoring data. With this equipment loan program, EPA New England expects to support and enhance the work of existing monitoring groups and assist the start up of new groups to meet the goal of expanding the number waters which are monitored.

In 2012, priority will be given to groups monitoring urban waters, and which have not yet received equipment loans. While EPA will give priority to qualified applicants who have not received an equipment loan, those who have received equipment through the loan program in the past are welcome to apply as well.

II. EQUIPMENT AVAILABLE FOR LOAN

This loan program is restricted to equipment only, and does not include expendable supplies (e.g. gloves, calibration standards, disposable pipettes, etc.). EPA cannot loan computers or cameras. Other types of equipment may not be approved, based upon review by EPA.

The equipment loaned to each selected group this year will be limited to \$2,500 in total value. This equipment will be available through a long-term loan of five years, on an annual renewal basis. The type of equipment EPA can provide includes, but is not limited to, the examples provided in Section VII of this announcement. Organizations are encouraged to be as specific as possible with the equipment needed, and the features that are desirable.

III. ELIGIBILITY OF VOLUNTEER MONITORING GROUPS

The equipment loan program is open to all volunteer monitoring groups in New England, including those coordinated by states, tribes, municipalities, universities,

and other organizations. It is open to groups along a wide spectrum of experience levels – those that are just getting started as well as those with extensive and long-term experience. Higher priority will be given to groups which have not yet received equipment loans from EPA.

As part of the loan program, selected groups will need to have a current Quality Assurance Program or Project Plan (QAPP). If a group is just getting started in monitoring, the QAPP will need to be approved by a deadline agreed upon by EPA, which will allow some time for a new group to become familiar with details of monitoring protocols and QA requirements.

The goals of data use must include a local application and sharing with at least one state or tribal regulatory agency responsible for assessing water quality conditions and reporting to EPA. Groups collecting data only for educational purposes will not be eligible for this program.

IV. SELECTION PROCESS

Organizations that are eligible include:

- Organizations that currently provide monitoring data to a state or tribal agency; are seeking to upgrade the type of methods used, and expand the number or types of monitoring sites. Expanding coverage on a watershed basis will be highly regarded by EPA.
- Organizations just getting started with monitoring who need equipment. Evidence of a commitment to undertake monitoring with a goal of producing data for long-term use, and meeting QA and data use requirements is necessary. New organizations will be given special priority.

Minimum criteria for ranking applications include the following:

- Complete application: Applications with incomplete or missing information may not be considered. **Make sure all required information is provided.** Applications will be considered as they are received, with no follow-up for missing information.
- A brief description of the organization to include: The goal of the organization, brief history of the organization, how long the organization has been in operation, the purpose of generating monitoring data and if there any partners involved.
- A statement that indicates there has been agreement with a state or tribal regulatory agency about providing data for reporting under a Clean Water Act or other federal statutory program. **The name and phone number of the contact with the agency is required, as generating data useable by a state or tribe is one of the core criteria for a loan.**
- The group has an EPA or state approved Quality Assurance Project or Program Plan, or indicates the intention of having an approved QAPP by a reasonable deadline.

- A description or map indicating location and number of sample sites for which equipment will be used.
- A description of how the monitoring program will be improved by upgrading protocols, adding protocols, and/or expanding the number of sample sites.
- A statement identifying the goals of using a web-based approach in uploading useable data to EPA's national water quality data system WQX/STORET. EPA will assist uploading the first year's data that is useable for sharing, if the group needs assistance. EPA expects data to be provided in a spreadsheet format (e.g., ACCESS, EXCEL, etc.)
- Activities to share summaries of monitoring program results with local communities or watershed areas as part of community outreach or education efforts.
- Identification of the type and number of pieces of equipment:
 - Provide a list of equipment in order of priority. Cost estimates are very helpful, but EPA understands that final costs will be determined at the time of the agency's purchase.
 - A statement on storage and maintenance of the equipment.
 - A statement outlining when and how EPA will be notified if there is any loss or damage to the equipment.
- The application must also state full agreement with additional conditions contained in this announcement

V. CONDITIONS OF EQUIPMENT LOAN AGREEMENT

- a. Equipment can be loaned on a long-term basis of up to five years, renewable on an annual basis. After this period, an additional loan or return of equipment may occur.
- b. Applicant agrees to maintain equipment in good working condition.
- c. Equipment will be labeled as belonging to EPA and will remain EPA equipment for the duration of the loan.
- d. The applicant agrees to notify EPA upon loss or damage to the equipment. Damaged equipment may be repaired by EPA or may need to be returned to EPA without replacement, depending upon circumstances.
- e. A loan agreement will be signed by the responsible leader of the organization.
- f. Each group will be required to develop a brief environmental data report upon request. The report should be in final form by April 1 of each year.
- g. Each applicant agrees to upload useable data to EPA's national water quality database, the Water Quality Exchange (WQX). EPA will provide guidance and assistance as needed. If not able to upload data, the applicant can provide data in a

compatible format to EPA for uploading to WQX. If EPA uploads the data, the group will need to provide metadata and other organizational information as needed.

VI. APPLICATION PROCEDURE & SCHEDULE

An application form is attached to this announcement. Applications should be limited to five pages, including an equipment list and a map of sites (if appropriate).

Once applications are received, an Equipment Loan Application Review Committee will review and make recommendations on selections. EPA will seek input from appropriate State or Tribal agencies regarding selections as needed, if there is no conflict of interest, (i.e., if a State or Tribal program is not an applicant).

Applications will be accepted through close of business April 6, 2012, with selections to be announced by May 31, 2012. Applications can be submitted through email (preferred) or in hard copy to:

Maureen Hilton
EPA Region I, New England
11 Technology Drive North Chelmsford, MA 01863

Email: hilton.maureen@epa.gov

For further information, please contact Maureen Hilton at 617-918-8608 or hilton.maureen@epa.gov, or Diane Switzer at 617-918-8377 or switzer.diane@epa.gov.

VII. EXAMPLES OF WATER MONITORING EQUIPMENT *

Item Number	Item Description
	These are examples, but are not the only items EPA may loan. Prices listed are estimates only.
1	Yellow Springs Instruments, Professional Plus, \$1500
2	Yellow Springs Instruments, Model pH100, pH Meter, \$350
3	Handheld sonar, \$90
4	HB Instruments EnviroSAFE Thermometer \$7
5	Beta Horizontal Water Sampler, 1.2 or 2.2 liter, \$300 - \$400
6	Kick Net,\$130 - \$230
7	HOB0 base station, equipment & up to 10 temperature monitors, \$1800+
8	Microscope for Cyanobacteria ID & enumeration, \$700 - \$1000
9	Sieve bucket, \$100 - \$130
10	Secchi Disk & line,\$30 - \$70
11	Gravelometer, \$50
12	Macroinvertebrate Sampling Kit, \$90
13	Forceps, \$1.50
14	D-frame Dip Net, \$70
15	Lufkin 100' Nyclad Steel Tape (feet/inches), \$45
16	Garmin GPS Meter with accessories, \$600 +
17	Wisconsin Net, \$260
18	LaMotte SMART3 Colorimeter, with accessories \$1,300
19	Incubator for Bacteria Analysis, \$1,700 - \$2400

*Equipment and manufacturer names are provided for example purposes only, and do not reflect recommendation or endorsement by EPA.



APPLICATION FOR EPA NEW ENGLAND REGION 2012 VOLUNTEER MONITORING EQUIPMENT LOAN

1. ORGANIZATION

Name:

Address:

Phone:

Email:

2. PERSON RESPONSIBLE FOR LOAN- will sign loan agreement

Name:

Address:

Phone:

Email:

3. IS THIS A NEW OR EXISTING MONITORING ORGANIZATION?

- New
- Existing

4. DESCRIPTION OF ORGANIZATION: (see instructions)

5. QAPP

Does the organization have a current Quality Assurance Program Plan (QAPP)?

- Yes - Date of EPA or state approval: _____
- No - Target date for an approved QAPP: _____

6. WATERS TO BE MONITORED

Name of waterbody(s):

Watershed:

Do sampling locations have latitude/longitude determined by GPS?

Yes

No

Is a map of the area with locations of existing or planned sampling stations attached?

Yes

No

7. WATER QUALITY CHARACTERISTICS THAT WILL BE MONITORED

What parameters will be monitored?

How many sampling stations and at what frequency?

Describe where in the water column sample will be collected (e.g. surface, vertical profiles, near-shore or deep water, etc)

8. EXPECTED USE OF DATA

What will the organization do with the data?

State agency that will use the data:

State contact name:

Address:

Phone:

Email:

How will the data be used in the local community and by a state agency?

Will there be an annual data summary available?

Yes

No

Will quality control sample results (e.g., duplicate sample, blanks, etc.) be available with submitted data?

Will useable data be uploaded to EPA's national waterbody system, WQX/STORET?
 Yes No

Will EPA assistance be needed to accomplish this? Yes No

What type of outreach will the organization conduct to share results and educate the local community?

9. **EQUIPMENT:** (Be as specific as possible, and list in order of priority. The total value of equipment borrowed cannot exceed \$2,500)

Equipment Needed	Equipment Source (if known)	Estimated Cost

10. LOAN AGREEMENT PROVISIONS – if selected you would agree to:

- Submit data upon request
- Submit annual data report by April 1 of each year
- Have a current QAPP in place
- Upload data to national WQX/STORET
- Maintain equipment in good working condition
- Designate a person to sign agreement and be responsible for equipment

Submit the completed application by April 6, 2012 by email (preferred) or mail to:

Maureen Hilton
 USEPA NERL
 11 Technology Drive
 North Chelmsford, MA 01863
 hilton.maureen@epa.gov
 Phone: 617-918-8608