Instructions for the On-line Application

The Growing Greener Plus Grant application must be submitted online through the Electronic Single Application (ESA) website. **Paper and faxed copies will not be accepted**. This change allows DEP to expedite the review process. The link to the ESA website is: https://grants.pa.gov/Login.aspx

This document will provide instructions on how to apply and upload the required documentation in the eGrants application. See the Growing Greener Plus program guidance document for instructions on filling out the forms associated with your application that must be uploaded on the addenda tab of the eGrants application.

The instructions contained in this document will assist you in applying for any program offered under the Growing Greener Plus solicitation. All information needed for your submission will be contained in this online application.

No documentation should be mailed to DEP.

User Tips

- The Electronic Single Application works best when accessed through Microsoft Edge or Google Chrome
- If you allow your screen to sit idle for 30 minutes or more, you will lose the data entered since your last save and will have to re-enter it. Save frequently.
- When completing the application, fields with a "◆" are required fields. If a required field is skipped, you will be notified later in the application to return to the affected section to complete the field.
- Do not use special characters such as \,/,*,&,%,#, etc.
- You do not need to send the signature page and/or any further documentation to the Grants Center. All the information needed is contained in your online submission.
- The application round opens April 22, 2025, at 8:00 am. Application deadline is June 20, 2025, at 11:59 pm. Early applications or those submitted after the deadline will not be accepted.
- If you have questions completing the application, please contact Enterprise eGrants Customer Service Center at 1-833-448-0647 or email at egrantshelp@pa.gov. Operating hours are Monday through Friday from 7:00 am to 6:00 pm EST.

Table of Contents

Reminder: If you have questions completing the application, please contact Enterprise eGrants Customer Service Center at 1-833-448-0647 or email at egrantshelp@pa.gov. Operating hours are Monday through Friday from 7:00 am to 6:00 pm EST.

1. **Registration and Login**
   - Go to ESA login page https://grants.pa.gov/Login.aspx and follow the instructions for creating a new account, or login with your existing account.
   - **Write down and save** the Username and Password you have chosen. You will need this for later your grant documents.

General Facts

- Create a New Keystone Login Account – Registration
  - Click Register and enter all of the information into the fields with a red asterisk (*) next to them.
    - You will be asked to create your profile, login information and security questions.
  - If you have already created an account with another agency whose application uses the Keystone Login Service, you do not need to register another account with us.
  - If you create a Keystone Login account with us, you will be able to use this account with other agencies that use Keystone Login.
    - Some additional information may be required for those agencies.
- Keystone Login Services
  - There are many account options that can be configured for your Keystone Login account. Please see the help documents provided by the Keystone Login Service
  - Keystone Login account assistance or password resets, please contact the Keystone Global Help Desk at 877-328-0995
- For technical assistance with an application, please contact the appropriate resource center listed below
  - **DCED customers:** Please contact the DCED Customer Service Center. Representatives are available Monday through Friday, from 8:30 AM until 5:00 PM, at 800-379-7448. Email inquiries can also be sent to ra-dcedcs@pa.gov.
  - **Customers of all other agencies:** Please contact the Enterprise eGrants Customer Service Center. Representatives are available Monday through Friday, from 7:00 AM until 6:00 PM, at 833-448-0647. Email inquiries can also be sent to egrantshelp@pa.gov.

Login

What's New?

For an overview of the changes in the new Single Application, please read Help.

Username [ ]

Password [ ]

LOGIN

Powered by

PA KEYSTONE LOGIN

Register

NOTE: If registering for the first time with Keystone Login, please include an email address with your account. It will be needed to successfully complete grant applications and grant processing.

Forgot Password
Forgot Username
Learn more about Keystone Login
Having Trouble Registering

2. Begin a New Application

- Project Name – Choose and enter a name for your project.
- Do you need help selecting your program – Select "Yes"
- Click on "Create a New Application"

Begin a New Application

To begin a new Single Application For Assistance, enter a brief name for the project (up to sixty characters) and answer whether you need help selecting your program. If you already know the name of the program you want to apply for, answer "No".

Project Name

Growing Greener Plus

Do you need help selecting your program?

Yes ▼

CREATE A NEW APPLICATION

3. Select Program
- Under "Agencies," click DEP
- Scroll down and click "Search"

Select Program
Below is a listing of the types of organizations and projects that are most commonly funded. You may select more than one option. If no options are selected, all programs will display.

Agencies
Select to limit the search results.

☐ Dept of Agriculture   ☐ PCA   ☐ DCED   ☐ DEP   ☐ PennDOT   ☐ PLCB   ☐ L&I   ☐ Office of the Budget   ☐ PDA   ☐ PEMA   ☐ PHMC

Clear Agencies

Non-Profit/Government Enterprise Types (Display For-Profit Program Finder)
If you are applying on behalf of a company, you may want to search the For-Profit Program Finder (click the link above).

☐ Authority

☐ College/University

☐ Economic Development Provider

> Types of organizations include but are not limited to: Area Loan Organizations (ALO), Community Development Financial Institutions (CDFI), Economic Development Corporations (EDC), Industrial Development Authorities (IDA), Industrial Development Corporations (IDC), Local Development Districts (LDD), Redevelopment Authorities, and Regional Export Networks (REN).

☐ Municipality

> County Government and Councils of Governments (COGs) should also check this option for eligible programs.

☑ Other Government or Non-Profit

> Programs that are available to Government or Non-Profit organizations not listed above. Non-Profit/Government organizations listed above may also want to check this section for additional funding sources. Private Non-Profit organizations competing in primarily For-Profit industries may also want to check the For-Profit Program Finder for potential programs after using the Non-Profit Program Finder.

Use of Funds
Be sure to carefully read the Program Fact Sheet and Guidelines to make sure the project costs are eligible for funding. If the project does not match any of the options listed below, leave this section blank to view all programs.

☐ Advanced Technology - Including Biotechnology, Life Sciences, and Nanotechnology.

☐ Community Services - Examples include Low Income Assistance projects and Emergency Responders programs.

☐ Infrastructure / Site Development / Housing - Including Construction, Environmental Assessments and Clean-Up, Land and Building Acquisition.

☐ Machinery and Equipment

☐ Planning / Marketing - Encompasses a wide range of projects, including Consulting Services, Municipal Planning, Research and Development, and Tourism Promotion.

☐ Workforce Development - Including Education and Job Training.

Sort By
Show Single Application Programs First ▾

SEARCH

- Do you need help selecting your program – select "No"

Begin a New Application

To begin a new Single Application For Assistance, enter a brief name for the project (up to sixty characters) and answer whether you need help selecting your program. If you already know the name of the program you want to apply for, answer "No".

Project Name

Growing Greener Plus

Do you need help selecting your program?

No ▾

CREATE A NEW APPLICATION

- Click "Create a New Application"

Search Results

Below Is an alphabetical listing of all programs matching the search criteria above. If you are eligible to apply, click the Apply link to select the program.

Growing Greener Plus   ✏ Apply

Pennsylvania Department of Environmental Protection

Eligible applicants: incorporated watershed association; county or municipality; county conservation district; council of governments; educational institution; municipal authority; or other authorized organizations (see guidance document)

There are 52.6 percent of Pennsylvania's water-quality-impaired watersheds polluted from nonpoint source pollution, such as abandoned mine drainage (AMD), urban and agricultural runoff, atmospheric deposition, on-lot sewage systems, earthmoving, stream hydromodification and timber harvesting. Pennsylvania's Nonpoint Source Management Program establishes the overall strategy Pennsylvania will use to implement watershed restoration and protection activities. The purpose of the Growing Greener Plus program is to address nonpoint source pollution through local, watershed-based planning, restoration and protection efforts for projects funded by Watershed Planning, Restoration and Protection; and Surface Mining Conservation and Reclamation Act Bond Forfeiture Grants.

Additional Information: Guidelines

- Click "Apply"

4. **Apply**
   - You will be given the option of choosing one of three programs offered under Growing Greener Plus – Growing Greener (Watershed Restoration and Protections), Surface Mining Conservation and Reclamation Bond Forfeiture (SMCRA), or Stormwater Management Planning (Act 167). Select the program for which you are applying.
   - **If you are having problems completing the addenda because your organization or project do not meet the requirements listed below, try changing your program by clicking on the apply link to select the program.**

Select Growing Greener Plus Type

Please select the type of Growing Greener Plus that you wish to apply from the list below. Please read the Program Guidelines for details. If you wish to apply for multiple types for a single project, answer "Yes" to the "Are you interested in applying for multiple funding sources for this project?" question in the Project Overview section of the Application.

Growing Greener (Watershed Restoration and Protection)

Growing Greener (Watershed Restoration and Protection)   _Select_

The Environmental Stewardship and Watershed Protection Act, commonly known as Growing Greener, was passed into law in December 1999. The statutory authority for these grants is found in Section 6105(b) of the Environmental Stewardship and Watershed Protection Act (27 Pa. C.S. 6101 et seq.). The primary purpose of this program is to restore impaired waters or protect degrading waters within the Commonwealth. The Growing Greener program will be providing an increased emphasis on supporting project implementation within the Chesapeake Bay (Bay) watershed, with projects within the Bay watershed having a specific focus to address pollutant loadings of critical importance to the Bay. The eligibility criteria for the Growing Greener Grants is broken into two sections, one dealing with project proposals within the Bay watershed, and one dealing with project proposals outside of the Bay watershed. Further eligibility and project requirements are listed in the Growing Greener Plus Application Submittal Instructions found here.

Surface Mining Conservation and Reclamation Act Grants (Bond Forfeiture)

Surface Mining Conservation and Reclamation Act Grants (Bond Forfeiture)   _Select_

Section 18(j) of the Surface Mining Conservation and Reclamation Act allows the Department of Environmental Protection to award grants to municipalities, municipal authorities and appropriate incorporated nonprofit organizations from the SMCRA Fund. This includes SMCRA bond forfeiture grants. Projects eligible for grants under this grant program are limited to the sites that fit the definition of "ABS Legacy Sites" (bond forfeiture sites) in 25 Pa Code §86.1 (mine sites permitted and bonded from July 31, 1982, to August 4, 2001, under the Alternated Bond System (ABS) where bonds have been forfeited). Further eligibility and project requirements are listed in the Growing Greener Plus Application Submittal Instructions found here.

Act 167 (Phase I) Stormwater Management Plan Scope of Study Development

Act 167 (Phase I) Stormwater Management Plan Scope of Study Development   _Select_

The Storm Water Management Act (Act of Oct. 4, 1978, P.L. 864, No. 167) ("Act 167") requires each county to prepare and adopt a watershed stormwater management plan ("Act 167 Plan") for each watershed located in the county, in consultation with the municipalities located within each watershed. Each county must periodically review and revise the plan at least every five years. Under Section 17 of Act 167, DEP is authorized to award grants to counties for reimbursement of costs in preparing and revising stormwater management plans when funds are appropriated by the General Assembly for this purpose. This grant program will provide funding to counties to prepare a Phase I scope of study under 25 Pa. Code § 111.14. Upon approval of Phase I by DEP, Phase II (or components thereof) may be authorized for the county to prepare or revise its Act 167 Plan.

5. Requirements

- Please answer all Eligibility questions. **Please note** – Failure to answer these questions will prohibit advancement and completion of the application. These requirements are for Growing Greener **ONLY**. SMCRA applicants move on to #6 – Applicant Information.

❌ REVIEW INFORMATION BELOW

- Before you can apply for Growing Greener Plus, you must complete the Pre-Application Requirements section below.

Requirements

Eligibility

1. **The application is complete with all required DEP forms including:**

   - **Project Workplan** ◆
     [▼]

   - **Task and Deliverables Budget Worksheet** ◆
     [▼]

   - **Worker Protection Form, if request is $10,000 or more** ◆
     [▼]

2. **The application's budget:**

   - **Includes $500,000 or less** ◆
     [▼]

   - **Contains 5% or more of cash or inkind match or 0% match if project is in an environmental justice area** ◆
     [▼]

   - **Includes 5% or less in administrative costs** ◆
     [▼]

Continue

6. **Applicant Information**

   If your company requires a sponsor, enter your organization's information on this tab.
   Your organization's information will be completed on the "Company Tab."
   - The Applicant Information section requires data related to the entity for which the application is being submitted.
   - Applicant Entity Type – select the appropriate type for your organization
   - Applicant Name – Enter the legal name, the name under which the entity legally conducts business.
   - NAICS Code – From the dropdown box, select the appropriate type. The NAICS code will auto-populate for you.
   - FEIN/SSN Number - Enter the Federal Tax ID number for the legal name (no dashes).
   - UEI Number – Unique Entity Identifier. Enter the applying organization's unique, 12-character alphanumeric identifier which is assigned to all entities that conduct business with the federal government.
   - Top Official/Signing Authority – Enter the name of the individual within the organization who has the authority to enter into a grant agreement with DEP.
   - Title – Enter the title of the authorized Top Official/Signing Authority.
   - SAP Vendor# - Enter, if known.
   - Contact Name – Enter the primary contact name for this project.
   - Contact Title – Enter the primary contact title for this project.
   - Phone and Fax – Enter the phone and fax numbers for the primary contact title for this project.
   - E-mail – Enter the e-mail for the primary contact title for this project.
   - Mailing address, City, State and Zip Code – Enter this information for the primary contact for this project.
   - Enterprise Type – Select most appropriate type for your application.
   - Click "Continue"

Applicant Information

To copy your Registration information into the application, click the "Use Account Information" button below.

USE ACCOUNT INFORMATION

Applicant Entity Type:
- ○ Limited Liability Partnership
- ○ Partnership
- ○ Government
- ○ Non-Profit Corporation
- ○ Sole Proprietorship
- ○ Limited Liability Company
- ○ S Corporation
- ○ C Corporation

Applicant Name:

NAICS Code:

FEIN/SSN Number:
*Please enter SSN/FEIN as 9 digits, no dash.

UEI Number:

Top Official/Signing Authority:

Title:

SAP Vendor #:
(xxxxxx or xxxxxx-xxx)

Contact Name:

Contact Title:

Phone: Ext.
(xxx-xxx-xxxx)

Alternate Phone:

E-mail:

Mailing Address:

City:

State: PA ⌄

Zip Code:

10

7. **Company Tab**
   - **If your company requires a sponsor**, enter your organization's information on this tab.
   - If your application **does not** require a sponsor, click the "Copy from Applicant" button to copy your information over this tab.
   - For information on which applications require a sponsor, see the grant program guidance document.
   - Business Specifics – Answer optional questions
   - Enterprise Type – Select most appropriate type for your application.

Company Information

COPY FROM APPLICANT

Company Entity Type:
- ○ Limited Liability Partnership   ○ Partnership
- ○ Government   ○ Non-Profit Corporation
- ○ Sole Proprietorship   ○ Limited Liability Company
- ○ S Corporation   ○ C Corporation

Company Name:

NAICS Code:

FEIN:
*Please enter SSN/FEIN as 9 digits, no dash.

UEI Number:

Top Official/Signing Authority:

Title:

SAP Vendor #:
(xxxxxx or xxxxxx-xxx)

Contact Name:

Contact Title:

Phone: Ext.
(xxx-xxx-xxxx)

Fax:

E-mail:

Mailing Address:

City:

State: PA

Zip Code:

Business Specifics

Current # of Full-time
Employees:

(In PA): _____

(World Wide:) _____

Minority Owned: ⦿No ○Yes - (Ethnicity is optional) ○N/A

Select ▼

Woman Owned: ⦿No ○Yes ○N/A

Total Sales $: _____

Total Export Sales $: _____

R&D Investment: _____ (% of Budget)

Employee Training
Investment: _____ (% of Budget)

Enterprise Type

Indicate the types of enterprises that describe the organization listed above. You may select more than one type. ◆

☐ Advanced Technology	☐ Agri-Processor	☐ Agri-Producer	☐ Authority	☐ Biotechnology / Life Sciences
☐ Business Financial Services	☐ Call Center	☐ Child Care Center	☐ Commercial	☐ Community Dev. Provider
☐ Computer & Clerical Operators	☐ Defense Related	☐ Economic Dev. Provider	☐ Educational Facility	☐ Emergency Responder
☐ Environment and Conservation	☐ Exempt Facility	☐ Export Manufacturing	☐ Export Service	☐ Food Processing
☐ Government	☐ Healthcare	☐ Hospitality	☐ Industrial	☐ Manufacturing
☐ Mining	☐ Other	☐ Professional Services	☐ Recycling	☐ Regional & National Headquarters
☐ Research & Development	☐ Retail	☐ Social Services Provider	☐ Tourism Promotion	☐ Warehouse & Terminal

Continue

8. Project Overview

- Project Name – The project name will auto-populate.
- Answer whether the project is related to a previously submitted project and the project's name.
- Enter the name of the person you spoke with at DEP regarding the name of your application, if applicable.
- If your community is certified through Sustainable Pennsylvania, enter what level.
- Answer whether you are interested in applying for more than one funding source.
- Site Locations – Default setting at 1. Only needs filled in if more than one site location exists for this project.

Project Overview

Project Name: ◆

Growing Greener

Is this project related to another previously submitted project?

No ▾

If yes, indicate previous project name

Have you contacted anyone at DEP about your project?

No ▾

If yes. indicate who:

Is your community certified through Sustainable Pennsylvania?

No ▾

If yes, what level:

○ Bronze   ○ Silver   ○ Gold   ○ Platinum

Are you interested in applying for multiple funding sources for this project?

You are only permitted to apply for one program per application. By answering "Yes", you will be given the ability to apply for an additional program on the Certification page after this application has been submitted.

No ▾

How many Site Locations are involved in the project?

1 ▾

Continue

Click on "Continue"

9. Project Site

- Address – Enter the applicant's mailing address (street address). **P.O. Boxes are not acceptable.**
- City, State and Zip Code – Enter this information.
- County – Select county from the dropdown box.
- Municipality – Select municipality from the dropdown box.
- PA House and PA Senate– These fields will be auto-populate based on the information entered above. If more than one appears, manually select the correct one.
- Designated Areas – Leave blank.

Project Site Location(s)
To add Project Site Locations, please see the Project Overview section.

Site 1

Address:

City:

State: PA

Zip Code:

County: -- Select County -- ◆

Municipality: -- Select Municipality -- ◆

PA House: ◆

PA Senate: ◆

Designated Areas:
- ☐ Act 47 Distressed Community   ☐ Brownfield
- ☐ Enterprise Zone   ☐ Greenfield
- ☐ Keystone Innovation Zone   ☐ Keystone Opportunity Zone
- ☐ Prime Agricultural Area   ☐ Uses PA Port

Continue

Click on "Continue"

10. Project Narrative
- Complete all fields in this section. Be as specific and concise as possible. Responses to all questions are required.

Project Narrative

Adequate answers to the Project Narrative questions below are required. Uploaded attachments or mailed documents are no longer permitted in this section of the application. If a more detailed narrative is required for the Program selected, instructions will either be provided in the Addenda section or the Program Guidelines.

Provide a brief, concise project description no more than two sentences. ◆

Provide a brief, concise project description no more than two sentences.

Character Count: 0/800 characters.

Continue

Click on "Continue"

11. Program Budget

There are two tabs on this page which need to be completed, the <u>Spreadsheet</u> and <u>Basis of Cost</u>. For the purposes of this application, please fill out the Spreadsheet only.

a. Spreadsheet
- Click on the Spreadsheet tab. Enter the amount of funding you are requesting from DEP and your match information in the appropriate categories.

Program Budget

Please see the Help section for details on how to complete the Program Budget.

Spreadsheet	Basis of Cost

For programs Growing Greener (Watershed Restoration and Protection) and Surface Mining Conservation and Reclamation Act Grants (Bond Forfeiture):
In the Budget Narrative Section located on the Basis of Cost Tab, please indicate the following:
- amount of cash-match that has already been received by the project applicant
- amount of cash-match that has been applied for, but not yet received by the project applicant
- amount of match that is expected as in-kind services, etc.

In the Budget Spreadsheet, please use whole numbers only, such as $110,505.00.

Budget Spreadsheet ◆
The first column indicates the amount of funding you are requesting from DEP. After completing the budget, please complete the Basis of Cost tab. Included is a Budget Narrative where you can provide a more detailed description of specific line items.

Add funding source	Growing Greener Plus	Match Local	Total
Growing Greener Plus - Collapse	$0.00	$0.00	
Total Grant Request Amount / Remove	$0.00	$0.00	$0.00
Total	$0.00	$0.00	
		Budget Total:	$0.00

Click on "Continue"

12. Program Addenda
- Complete all fields and upload all required documents on this tab.

Addenda

Below are additional application requirements specific to the program you selected. If you are having problems completing the Addenda because your organization or project do not meet the requirements listed below, please try changing your program.

1. Project Location

a. Enter the latitude and longitude of the project location in decimal degrees

Latitude: ◆

Longitude: ◆

b. Select DEP Region or Office ◆

2. Project Type (Select One) ◆

○ Design and Construction (Restoration or Protection) ○ Watershed Management Planning ○ Watershed Renaissance Initiative
○ Technical Assistance ○ Operation, Maintenance and Replacement ○ SMCRA Bond Forfeiture

For Design and Construction Projects only, is your project?

○ Design and Permitting Only
○ Construction Only
○ Design, Permitting and Construction

3a. Is the proposed project located in the Chesapeake Bay? ◆

Select Yes if the project's entire watershed is located 50% or more in the Chesapeake Bay. If not, select no.

[⌄]

b. If in the Chesapeake Bay Watershed, what is the Watershed Implementation Plan (WIP) Tier Level?

[⌄]

4a. Environmental Benefits

Nonpoint Source Pollutant Load Reductions

○ Estimated   ○ Modelled

Nitrogen (lbs./yr.)

[   ]

Phosphorus (lbs./yr.)

[   ]

Sediment **(tons/yr.)**

[   ]

Aluminum (lbs./day)

[   ]

Iron (lbs./day)

[   ]

Manganese (lbs./day)

[   ]

Acidity (lbs./day)

[   ]

Other (500 words max.)

[   ]

5. Contacts

a. Has your organization contacted DEP staff to discuss the project? ◆

[⌄]

b. Has your organization contacted the county conservation district to discuss the project? ◆

[⌄]

6. Budget Summary / Task and Deliverable Budget Worksheet

Upload the Task and Deliverable Budget Worksheet (Excel Only) ◆

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1   [Choose File] No file chosen

7. Prevailing Wage

If funded, will the project grantee or sponsor abide by Pennsylvania's Prevailing Wage Act? ◆

[⌄]

8. Projects on Grantee/Non-Grantee Owned Lands

Will your project be conducted on land you either own or control? ◆

[⌄]

9. Projects on State-Owned Lands

a. Will your project be conducted on land owned by commonwealth agencies? ◆

[⌄]

b. Have you contacted the appropriate agency?

[⌄]

c. If yes, identify the person you contacted

[   ]

10. Sustainable Forestry

Will project preclude access to or use of any forested land for the practice of sustainable forestry and commercial production of timber or other forest projects? ◆

[⌄]

11. Keystone Principles

Is this project consistent with the Keystone Principles and Criteria? ◆

[⌄]

12. Environmental Justice

Is your project located in an area designated as an Environmental Justice community? ◆

[⌄]

13. Federal Funding

Would your organization be willing to accept federal funding? ◆

[⌄]

14. Upload the AMDTreat Output Report. AMD Projects Only

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1 [Choose File] No file chosen

15. Worker Protection and Investment Certification

For any application request totaling $10,000 or more, please review the attached Worker Protection and Investment Notice (relating to Executive Order 2021-06).

If your request is for $10,000 or more, please complete and upload the attached Worker Protection Form ◆

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1 [Choose File] No file chosen

16. Project Workplan

Upload the Project Workplan. See Guidance for Requirements. ◆

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1 [Choose File] No file chosen

17. Location maps, site maps, parcel maps, Integrated Report Viewer project area screenshot and/or aerial or other photos

Upload the location maps, site maps, and/or aerial or other photos. Be sure to upload a photo log with multiple photos, rather than individual photos. ◆

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1   Choose File   No file chosen

18. Landowner Letters

Upload any required Landowner Letters, Landowner Access Authorization Forms, or Landowner Letters of Commitment, or Landowner Grantee Agreements.

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1   Choose File   No file chosen

19. Chesapeake Bay Countywide Action Plan Project Category Form

Upload the Chesapeake Bay Countywide Action Plan Project Category form

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1   Choose File   No file chosen

20. Letters of Commitment / Match Letters and Documentation

Upload any Letters of Commitment from project partners for identified match.

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1   Choose File   No file chosen

21. Letters of Support or Additional Information
Upload any letters of support or additional information.

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1   Choose File   No file chosen

22. Landowner Consent to Right of Entry for Study and Design of Mine Drainage Treatment Facility (SMCRA Bond Forfeiture projects only)

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1   Choose File   No file chosen

Continue

Click "Continue"

13. Certification and Submission

- If there is any missing information in your application, your screen will look similar to the following example.
- Under the orange "Application Certification" heading, it will state, "The following sections are incomplete. All required fields marked with a red diamond must be completed before you are able to submit this application".
- To add/correct the information on your application, click on the section heading to return to the page.

Application Certification

The following sections are incomplete.
- All required fields marked with a red diamond (◆) must be completed before you are able to submit this application.
- All conditional fields marked with a blue diamond (◆) may be required to be completed before you are able to submit this application.

Company

- Enterprise Type is required.

Project Site Location(s)

- Project Site 1: PA House District is required.

Addenda

- Project Type is required.
- Land You Own is required.
- Environmental Justice is required.
- Project Workplan has not been uploaded.

Your application Is automatically saved as you work. Feel free to exit this application and return at a later time.

14. Complete the following fields:
- Indicate certification of application information by checking the related checkbox under the Electronic Signature Agreement.
- Indicate identity as one of the following:
  - I am the applicant.
  - I am an authorized representative of the company, organization or local government.
  - I am a "Certified" Partner representative.
- Type your name in the "Type Name Here" block. This will serve as your official e-signature and authorizes your application.
- Check the "Electronic Attachment Agreement" box.
- Click on "Submit Application."

Application Certification

All of the required sections of the web application have been completed. If you have reviewed the application, you may submit it for processing. **After submitting, you will no longer be able to make changes.**

Electronic Signature Agreement:

☐ By checking this box and typing your name in the below textbox, I hereby certify that all information contained in the single application and supporting materials submitted via the Internet and its attachments are true and correct and accurately represent the status and economic condition of the Applicant, and I also certify that, if applying on behalf of the applicant, I have verified with an authorized representative of the Applicant that such information is true and correct and accurately represents the status and economic condition of the Applicant. I also understand that if I knowingly make a false statement or overvalue a security to obtain a grant and/or loan from the Commonwealth of Pennsylvania, I may be subject to criminal prosecution in accordance with 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities) and 31 U.S.C. §§ 3729 and 3802 (relating to false claims and statements).

○ I am the applicant.

○ I am an authorized representative of the company, organization or local government.

○ I am a "Certified" Partner representative.

Type Name Here:

[   ]

Electronic Attachment Agreement:

☐ Along with the web application, if you have been requested or need to send any documentation to DEP please print and send a copy of your E-Signature and mail it to DEP along with any paper supporting documents. You will be given an opportunity to print the signature page along with a copy of the application immediately after you submit.

SUBMIT APPLICATION

15. Application Receipt Verification
- If you want a copy of your application, click the "Print Entire Applications with Signature Page" link. You will always be able to access your application with the username and password you created at the beginning of the application.
- Make sure to note the Single Application ID#. All future correspondence from the Department will reference this number.
- **You do not need to send the signature page and/or any further documentation to the Grants Center.** All the information needed is contained in your online submission.

Application Certification

Single Application ID #: 202308295136

The web application has been successfully submitted for processing.

I hereby certify that all information contained in the single application and supporting materials submitted via the Internet, Single Application # 202308295136 and its attachments are true and correct and accurately represent the status and economic condition of the Applicant, and I also certify that, if applying on behalf of the applicant, I have verified with an authorized representative of the Applicant that such information is true and correct and accurately represents the status and economic condition of the Applicant. I also understand that if I knowingly make a false statement or overvalue a security to obtain a grant and/or loan from the Commonwealth of Pennsylvania, I may be subject to criminal prosecution in accordance with 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities) and 31 U.S.C. §§ 3729 and 3802 (relating to false claims and statements).

The signature page may also be printed now. You may also print submitted applications from the Home page. Click the link labeled "Submitted Applications" in the top toolbar.

Print Signature Page only

Print Entire Application with Signature Page

The signature page along with any paper supporting documents can be mailed to the following address:

Pennsylvania Department of Environmental Protection
DEP Grants Center
P.O. Box 8776
Harrisburg, PA 17105-8776

> You do not need to mail any documentation to DEP. All information needed is contained in your on-line submission.

- **Congratulations!** You have completed the online application.