

2026 DEQ Citizen Water Quality Monitoring Grant

Request for Applications

Deadline August 31, 2025



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RFA Updates and Process Changes

2026 application cycle

Data Quality and Data Submittal

- Grantees who submit data using the Virginia Data Explorer must ensure they have an active account in the Virginia Data Explorer by the interim report deadline

Required Deliverables

- Interim Report Guidelines
 - Added additional narrative requirements
- Final Report
 - Financial reporting requirements added:
 - Itemization of expenditures for complete project period with side-by-side comparison to budget proposal
 - Receipts for purchases supporting project activities and affiliated with expenditures
 - Added additional narrative requirements

Application Evaluation and Requirements

- COV W9 forms must be submitted with the application. Address provided must be able to accept mail and will be the address used to issue payment. eVA registration is not required for the CMG program
- Awarded-Actual budget reflecting partial funding must be completed and submitted as soon as possible upon request. Agreements will not be issued until an updated budget has been received

Purpose

The two primary goals of the Citizen Water Quality Monitoring Grant Program are:

1. to generate volunteer-collected water quality data that can be used by the agency for water quality assessment, improvement, or preservation
2. to educate stakeholders on water quality monitoring and the environment

To achieve these goals, the grant program provides guidance and support for volunteer water monitoring and stewardship activities that focus on any, or all of the following six general objectives:

1. List and delist impaired waters on the 303(d) Impaired Waters List and assess overall water quality.
2. Identify sources of pollution that may help in Total Maximum Daily Load (TMDL) development.
3. Track progress of TMDL's or other restoration activities.
4. Identify waters for future monitoring by DEQ.
5. Educate the community on water quality monitoring and the effects of human activities on water quality.
6. Provide educational opportunities and water quality monitoring support for underserved and environmental justice communities.

Background

The Citizen Water Quality Monitoring Grant Program was established by a budget amendment in the 1999 Virginia General Assembly Session. The General Assembly based this budget amendment on the *Citizen Water Quality Monitoring Grant Report* submitted by the DEQ regarding the feasibility of a grant to fund citizen monitoring activities. In a typical fiscal year, the General Assembly will appropriate up to \$88,000 in grant funds for eligible activities by volunteer monitoring organizations in Virginia.

Grant Eligibility

Funds are available to assist in the development and growth of volunteer-based water quality monitoring activities. Any community or watershed-based environmental or conservation organization, secondary school, college, or university who uses volunteers to monitor Virginia waters may apply for this grant (must be able to provide a federal tax identification number).

Typically, the maximum possible grant award is \$11,000. Maximum award amounts may vary based on the competitiveness of the grant cycle and the quality of the proposed projects. Because of the limited funds available, partial funding may be awarded to maximize the effectiveness of the program. Grants are awarded on a competitive basis. No match is required to receive the grant, but funding from other sources is encouraged. There are three grant options available to suit the goals and experience of prospective applicants. Please refer to the [Grant Options section](#) for more information. Only one grant may be awarded per grantee per grant year.

Funded activities may begin as soon as January 1, 2026 and must be completed by December 31, 2026. Funded activities may not begin until a contract between DEQ and the applicant is in place.

Grant Options

Mini Grant: max award \$1,000

Open to those who have not received a DEQ Citizen Water Monitoring Grant in the past 3 years.

Mini grants are primarily to provide groups the ability to gain the basic knowledge and resources to develop a monitoring program.

Applicants must also meet additional requirements detailed in the sections below:

- [Program Requirements](#)
- [Eligible Expenses and Activities](#)
- [Data Quality and Data Submittal](#)

Regular Grant: max award \$5,000

Open to all applicants but recommended for organizations already familiar with water quality monitoring.

Applicants must also meet additional requirements detailed in the sections below:

- [Program Requirements](#)
- [Eligible Expenses and Activities](#)
- [Data Quality and Data Submittal](#)
 - [Regular Grant Clarifications](#)

Coordination Grant: max award \$11,000

Open to applicants who typically meet either or both of the tracks below.

Evaluation of individual applicant's eligibility may vary based on competitiveness of grant cycle and the quality of the proposed projects.

Applicants must also meet additional requirements detailed in the sections below:

- [Program Requirements](#)
- [Eligible Expenses and Activities](#)
- [Data Quality and Data Submittal](#)
 - [Coordination Grant Clarifications](#)

Coordination Driven Track	Data Driven Track
At least 3 sub-organizations must be actively engaged in sampling/activities for the grant project. ¹	Monitoring activities generate at least 1000 total Level II & Level III data points ² with a least 500 of those being Level III data.
Engagement from sub-organizations must reach at least 35 volunteers.	
Monitoring must occur in at least 3 different Virginia localities (cities or counties).	

¹ A qualified sub-organization is an independent organization that uses the sampling and testing methods of the applicant organization and submits the data to the applicant organization. Volunteer monitors are non-paid volunteers who will collect water quality samples based on the monitoring plan.

² For the purposes of this grant, a data point is an independent discrete measurement of a water quality parameter.

In total, monitoring must occur in at least 50 unique sampling locations.	
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Program Requirements

DEQ may reduce an award amount or reject an application entirely if the grant review panel determines that these requirements are not met.

- **Funded projects must provide equipment, supplies, or training to volunteer monitors who do not receive payment for their work on the project.**
- Funded projects must monitor at depths and locations that are representative of the sampled water bodies.
- Monitoring should occur at safe, publicly accessible locations, or if on private property, with landowner's permission.
- Activities associated with sampling in permitted mixing zones or permitted discharges are ineligible and will not be approved for funding. A mixing zone is an area where wastewater discharged from a permitted facility enters and mixes with a water body. More information on mixing zones is available via the Virginia Administrative Code, 9VAC25-260-20.B, [or at this website](#). Also, in accordance with Virginia law, volunteer monitoring data cannot be used in any enforcement action.
- All proposals that include data collection must be accompanied by a DEQ Data Use Authorization Form. (Please refer to [Data Quality and Data Submittal section](#) for more information)
- **Regular and Coordination grant projects:**
 - Data must be authorized for use for at least the purposes of education and to identify waters for future DEQ monitoring (Data Use Authorization Form options 4 & 5).
 - Must generate at least one parameter of Level II or Level III data (see [RFA attachment A](#) & Data use Authorization Form), which requires submittal of a Quality Assurance Project Plan (QAPP).

Eligible Expenses and Activities

(This list is not exhaustive)

- Purchase, or rental of water monitoring equipment (e.g., field test kits, probes, nets, sample containers and manuals and other supplies as appropriate). Equipment, laboratory, and contractual costs **should make up at least 80% of the total request.**
- Certain administrative costs such as printing of newsletters, educational materials, and related items.
- Administrative costs including facilities, fees, and staff time for volunteer coordination/training may be included but **must not exceed 20%** of the total request.
- Contractual services such as laboratory analysis and specialized services. The contractor must not be a paid employee of the organization receiving the grant funds and cannot be counted as a sub-organization for Coordination grant purposes during the same monitoring year.
- Mileage reimbursement for volunteer sample collection and sample transport. The IRS rate of \$0.14 per mile for charitable organizations must be used. **Mileage reimbursement shall not exceed 20% of the total grant request.**

Ineligible Expenses and Activities

- Activities associated with sampling in permitted mixing zones or permitted discharges are ineligible and will not be approved for funding. A mixing zone is an area where wastewater discharged from a permitted facility enters and mixes with a water body. More information on mixing zones is available via the Virginia Administrative Code, 9VAC25-260-20.B, [or at this website](#). Also, in accordance with Virginia law, volunteer monitoring data cannot be used in any enforcement action. More information about water permitting at DEQ can be [found at this website](#).
- DEQ will review monitoring plans for stations located within 400ft of VPDES authorized outfalls as an initial screening threshold to determine whether proposed station locations fit within the scope of the grant program.
- Applications with requests for administrative costs that exceed 20% will be rejected (see budget workbook for more information).
- Applications that request funding for rent or purchase of office space will be rejected.
- Applications with requests for mileage costs that exceed 20% will be rejected.
- Organizations may only apply for one grant per year. If multiple grant applications are made by the same applicant organization, all such applications will be rejected.
- Applications that request funding for work conducted entirely by another applicant organization will be rejected.

Data Quality and Data Submittal

All data collected as part of activities funded by this grant must be submitted to DEQ. The [Virginia Data Explorer \(VDE\)](#) is the preferred method for Level II and Level III data submission. The VDE is a data portal that mirrors the Chesapeake Monitoring Cooperative (CMC) data portal, which is limited to groups within the Chesapeake Bay Watershed. **New users will need to coordinate with DEQ to create an account by the interim report deadline in order to avoid delays to data submission.** Level I data must be sent directly to DEQ following the instructions and format described in the Data Submittal to DEQ Guide. A new Data Use Authorization Form is required each year data will be submitted to DEQ, regardless of whether forms have been submitted previously. DEQ will review each dataset, coordinate with grantees to address data quality issues, and include the data in the Agency's Integrated Water Quality Report to EPA, or use it for other agency business as appropriate.

- **All Regular and Coordination grants**, as well as all mini grants for projects involving Level II or Level III data collection (i.e. any data intended for use in agency business) must develop and receive DEQ approval for a Quality Assurance Project Plan (QAPP). All projects submitting Level III data must undergo field and laboratory audits by DEQ, as appropriate for the project.
- **Draft QAPP documents must be submitted with the application and will be reviewed on a rolling basis according to the project start date listed on the application cover page.**

If an organization currently has a QAPP on file with DEQ and no changes have occurred to the scope of the project, a draft QAPP should still be submitted with the application. The document date should reflect the new monitoring year, and a note stating that no changes have been made to the previous document should accompany the submission.

The QAPP must include the following information as it pertains to the project for which funds are being requested (the monitoring plan spreadsheet includes fields for many QAPP requirements, and can be used as a table within appropriate sections of the QAPP):

1. Parameters and methodology employed for data collection

2. Quality Assurance and Quality Control procedures used
3. The scope and general objectives of the project:
 - i. Unique station IDs
 - ii. Station location description and coordinates
 - iii. Collecting organization
4. Field sampling procedures
5. Changes to past QAPPs should be clearly noted

The information included and the level of effort needed for a QAPP is highly project specific. It is recommended that new applicants refer to the DEQ developed QAPP template ([found on the program webpage](#)), and [contact DEQ](#) for assistance.

Regular Grant Clarifications

- Regular grant applicants are expected to have unique sampling regardless of affiliations with other applicant organizations and produce distinct data with at least one parameter at Level II or Level III (requiring a QAPP).
- Any duplication in sampling locations with another applicant must clearly list this overlap and provide reasoning for the overlap. Unique sites must be covered by an independent QAPP developed by the applicant. It is the responsibility of the applicants to ensure and submit documentation for QAPP coverage for duplicated sites.

Coordination Grant Clarifications

- Sub-organizations must follow protocols from the coordinating organization's (primary applicant's) QAPP.
- Coordinating organization (primary applicant) will be responsible for QA/QC of data, data submission, and all other deliverables.
- Any duplication in sampling locations with another applicant must clearly list this overlap and provide reasoning for the overlap. Unique sites must be covered by an independent QAPP developed by the applicant. It is the responsibility of the applicants to submit QAPP documentation and ensure coverage for duplicated sites.

Contractual Agreements

All work to be accomplished through the Citizen Monitoring Grant Program must be legally embodied in a contract between the grantee and DEQ. This contract will serve as a Memorandum of Agreement in accordance with the [Code of Virginia §62.1-44.19:11](#). Upon submission of a signed contract agreement, grant funds will be made available to the grantee. If at any time the grantee organization cannot fulfill the requirements of the contract, the remainder of the grant funds and/or any equipment purchased through the grant must be returned to the DEQ Citizen Monitoring Grant Program for redistribution.

Funded activities may begin as soon as January 1, 2026, and must be completed by December 31, 2026. Funded activities may not begin until a contract between DEQ and the applicant is in place.

Required Deliverables Timeline

Deliverables providing updates on the project are required according to the schedule below.

Submittal of deliverables will be part of the consideration process for return applicants, and failure to submit deliverables may result in point deductions or disqualification.

- **Grant Application due: August 31, 2025**
- **Draft QAPP due: August 31, 2025** (If generating Level II or Level III data)
 - DEQ will provide initial feedback to grantees by mid-February 2026
- **Final QAPP due: April 3, 2026** (If generating Level II or Level III data)
 - Every effort should be made by the grantee to have a DEQ approved, signed QAPP in place by this date
- **Interim Report & Virginia Data Explorer account creation: July 10, 2026**
 1. Status of award expenditures
 - a. General description of timeline for expenditure of remaining funds (if applicable)
 2. Summary of project goals completed, to date (please reference the project goals as listed in the application)
 - a. If a QAPP is in place for water quality monitoring being conducted, please include a numerical figure demonstrating your sampling progress
For example: "We have completed sampling for 15 out of 36 planned events for bacteria, dissolved oxygen, and temperature", or "We have completed 41% of our planned sampling for bacteria, dissolved oxygen, and temperature."
 3. Summary of project goals not yet completed
 - a. Is the planned timeline being met?
 - b. describe your plan to complete the remaining sampling/project tasks by the project completion date
 4. Updated monitoring plan if different from the plan submitted with application (if applicable)
 5. Initiation/confirmation of Virginia Data Explorer account must be completed by this date
- **Final Report & Data Submittal: February 1, 2027**
 1. Financial Reporting
 - a. Itemization of expenditures for complete project period with side-by-side comparison to budget proposal
 - b. Receipts for purchases supporting project activities and affiliated with expenditures
 2. Summary of project, observations, activities
 - a. If a QAPP is in place for water quality monitoring being conducted, was the sample completeness goal set in the QAPP met?
 - b. Were the project goals as described in the application met? Please describe successes and shortcomings.
 - c. How might the project be improved in future iterations?
 3. Copies of publications, list of workshops, and related material in which the grant funds were utilized (if applicable)

4. All Level II and Level III monitoring data generated from the project must be uploaded to either the [Virginia Data Explorer](#), or the [Chesapeake Data Explorer](#). Level I data should be submitted directly to DEQ in the format provided in the Data Submittal to DEQ Guide ([found on the program webpage](#)). As applicable, further instructions on how to submit data will be provided when grant awards are announced.
5. Optional- photos of grant activities with description and photo credit. These may be posted on the DEQ website, social media, newsletters, etc.

Application Evaluation and Requirements

A complete application submission should include the following:

- Completed application
- Budget proposal workbook (only tab 2- Proposed Budget is due with the application)
- Monitoring plan workbook (where applicable)
- Draft QAPP (where applicable)
- Data Use Authorization Form (if project will generate data)
- **COV W9 form:** applicants are required to submit an updated COV W9 form. The address on the form will be used to issue payment; applicants should be certain that this address is correct.
 - Alternate forms will not be accepted.
 - Please include the TIN for the organization that will receive the grant funds. DO NOT include a personal TIN or social security number. The TIN is the Employer Identification Number field on the form.

Additional requirement to be completed upon request:

- **Awarded-Actual Budget:** tentative awardees will be required to submit an updated budget if partial funding is awarded.
 - The awarded-actual budget should be submitted as soon as possible upon request and must be submitted before an agreement will be issued.
 - The awarded-actual budget must be completed in tab 3 of the budget proposal following the instructions listed.

For additional assistance completing the W9 form, contact DEQ Accounts Payable deqapinvoices@deq.virginia.gov or 804-659-1538.

Application Submission

Electronic Submission: Electronic submission of the application is preferred. Please e-mail a completed application packet to citizenwater@deq.virginia.gov with the applicant organization's name and requested grant type in the subject line. Electronic submissions are due **August 31, 2025**.

Standard Mail Delivery: If delivering by mail, one (1) original copy and four (4) copies of the application packet and must be post-marked by **August 31, 2025**. Mail applications to:

Mail Delivery:

Meighan Wisswell
VA Dept. of Environmental Quality
Water Quality Monitoring
P.O. Box 1105
Richmond, VA 23218

Street Delivery:

Meighan Wisswell
VA Dept. of Environmental Quality
Water Quality Monitoring
1111 East Main Street, Suite 1400
Richmond, VA 23219

No exceptions can be made to the above deadline. **Late applications will be disqualified.** Notification of awards will be made in early 2026. Funds will be available when a contract has been signed and returned to DEQ.

Applications should provide all requested information as completely as possible. Incomplete answers and omission of requested information may substantially reduce the opportunity for an award. Project activities should be described as thoroughly as possible. Applications may refer to other documents and information sources, and if deemed appropriate, these will be considered in the evaluation process.

Project Evaluation

High priority will be given to projects that meet multiple agency objectives (see goals in [Purpose section](#)).

- At all levels of funding, the agency prioritizes projects based on the quality and quantity of monitoring data to be collected.
- Preference will be given to data and projects on publicly accessible waterbodies. (Publicly accessible water bodies are those for which direct access is permitted from public land during normal working hours.)
- Projects focusing on private waters may be approved if they provide outstanding educational opportunities and/or provide benefit to underserved communities.
- Applications that request a substantial amount of funding to be provided to another applicant organization may be given a lower priority for funding compared to those where the applicant group proposes to do most or all the work.
- Extensive volunteer engagement is prioritized.
- Submission of previous deliverables will be taken into consideration for return applicants.
- Exceptional proposals typically include submission of significant amounts of high-quality data collected from a wide geographic area with minimal station overlap/duplicative monitoring across the state.

Scoring

Applications will be evaluated by a DEQ appointed committee using the scoring breakdown below:

Part 1 (170 Points): Project Description (for Mini, Regular, and Coordination Grants)

This section asks applicants to provide information on project goals and scope, as well as details about engagement with volunteers and environmental justice/underserved communities. **(Mini Grants will be evaluated and scored on Part 1 only, with a maximum score of 170).**

Part 2 (86 points): Site Selection and Quality Assurance (for Regular and Coordination Grants only)

This section asks applicants to provide more details about their site locations, as well as QA/QC planning and training. **(Regular Grants will be evaluated and scored on Parts 1 and 2 resulting in a maximum score of 256).**

Part 3 (79 points): Special Conditions (for Coordination Grants only)

This section asks applicants to elaborate on quality assurance practices needed for larger data sets and describe how the organization meets the eligibility for the selected grant track. **(Coordination Grants will be evaluated and scored on Parts 1 through 3 resulting in a maximum score of 335).**

For more information about the scoring criteria or to request a copy of the scoring rubric, please contact Meighan Wisswell at citizenwater@deq.virginia.gov or 571-866-6494.

Attachment A: Levels of Volunteer Collected Water Quality Data in Virginia

In Virginia, the Department of Environmental Quality (DEQ) has developed three levels of data quality for volunteer and other non-DEQ water quality monitoring data based upon both the level of data quality and the authorized uses of the data provided to the agency. In addition to agency needs, collected data may also be used to educate the community, to assist local governments in land use planning, to supplement data for university and professional studies, and to assist local soil and water conservation districts in prioritizing watershed work for best management practices.

Level	Appropriate Data Uses	QA/QC Protocols
III	<ul style="list-style-type: none"> List or delist waters on the 303(d) Impaired waters list Assess waters for 305(b) Report Use with DEQ data for TMDL development All uses listed in Levels I and II 	<ul style="list-style-type: none"> DEQ-approved Quality Assurance Project Plan (QAPP) and field or lab Standard Operating Procedures (SOP). Field and/or laboratory audit required. Group provides calibration and quality control associated information to DEQ when submitting data. This information must meet the specific criteria stated in the QAPP.
II	<ul style="list-style-type: none"> Identify waters for DEQ follow up monitoring Track performance of TMDL implementation All uses listed in Level I 	<ul style="list-style-type: none"> DEQ-approved Quality Assurance Project Plan (QAPP) and field or lab Standard Operating Procedures (SOP). There may be deviation from an approved method if it can be demonstrated that the method collects data of similar quality to an approved method.
I	<ul style="list-style-type: none"> Education Baseline Conditions Notification of Possible Pollution Events Local Land Use Decisions Special Studies 	<ul style="list-style-type: none"> No Quality Assurance Project Plan (QAPP) or SOP required by DEQ. Uniform methodology recommended. QAPP, SOPs and/or lab methods do not meet DEQ quality assurance/quality control requirements. There is no numeric Virginia Water Quality Standard for the parameter*.

* There is no numeric criteria in the Virginia Water Quality Standard regulations for the following commonly monitored parameters: nitrate (except for waterbodies used for drinking water purposes), nitrite, Total Kjeldahl Nitrogen (TKN), orthophosphate, suspended solids, total nitrogen, total phosphorus (except for lakes), water clarity (turbidity/Secchi depth). Information about Virginia Water Quality Standards is [available here](#). Data on parameters for which there is no standard may be used as Level II if used for agency business that does not require a standard (e.g. tracking TMDL implementation performance).

Monitors are encouraged to adopt Level II or III methods (e.g., samples sent to an accredited laboratory for analysis or otherwise follow DEQ recognized methods) in the event Virginia adopts such standards so the data could be used in the future.

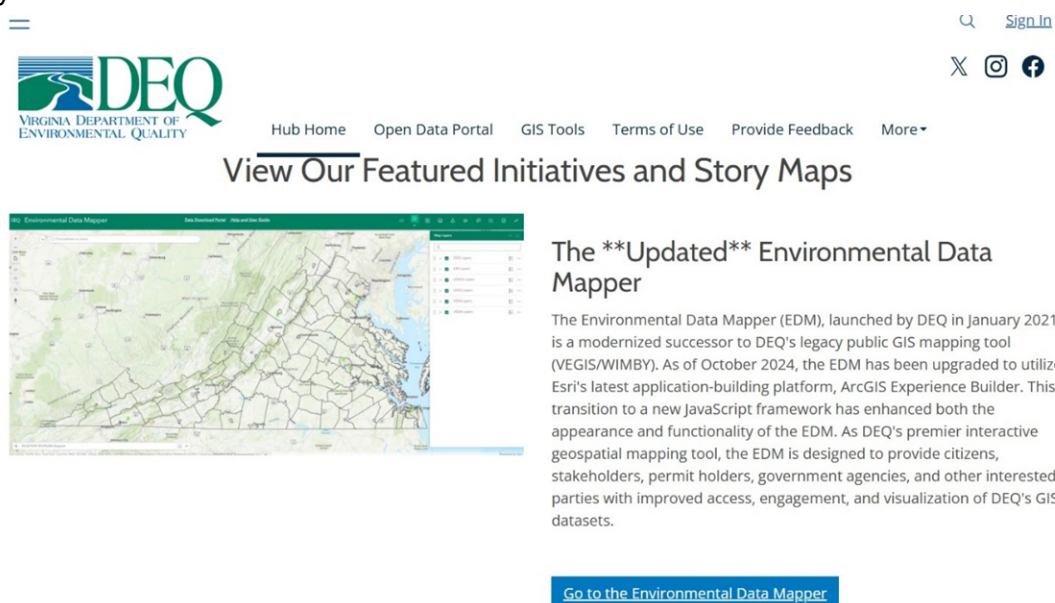
Attachment B: Environmental Data Mapper (EDM) User Guide

Guided instructions for finding geospatial and other location-based information required for the DEQ Citizen Water Monitoring Grant

For more instruction on the use of the Environmental Data Mapper, please refer to the [EDM help and resources webpage](#).

1. Open the Environmental Data Mapper (Figure 1).

Navigate to the Virginia Environmental Data Hub <https://geohub-vadeq.hub.arcgis.com/>. Microsoft Explorer cannot be used to access the link. You must use another browser such as Google Chrome or Microsoft Edge, which you may need to download before proceeding. Scroll down the page and select the option: "Go to the Environmental Data Mapper". Once the Environmental Data Mapper opens read and accept the terms of the data accuracy statement.



Virginia Department of Environmental Quality Geospatial Data and Tools Terms of Use

Data Accuracy Statement:

DEQ is charged with the development and maintenance of the EDM utility and, in cooperation with other agencies and organizations, is committed to offering its users accurate, useful and current information. Although every effort has been made to ensure the accuracy of information, errors and conditions originating from physical sources used to develop the resources may be reflected in the information supplied. The user must be aware of possible conditions and bear responsibility for the appropriate use of the information with respect to possible errors, original map scale, collection methodology, currency and other conditions specific to certain data, web services or applications. While every effort has been made by data providers to ensure this information is accurate and reliable, there is no assumption of liability for any damages caused by inaccuracies in the data, web services or applications. There is no warranty, express or implied, nor does the fact of distribution constitute such a warranty.

This utility (EDM) and data contained within are to be used for reference purposes only and the Virginia Department of Environmental Quality is not responsible for any inaccuracies herein contained. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, use or misuse of the information herein provided. GIS information is in the public domain and may be copied without permission; citation of the source is suggested.

The information made available through this tool is for reference purposes only and is not to be construed or used as a "legal description" or for legal purposes. All data is provided by DEQ "as is." This information is believed to be accurate, but accuracy is not guaranteed. Information drawn from this application must be used in consultation with appropriate federal, state or local resource management officials. Any errors or omissions should be reported to DEQ via email or phone. By using these applications/data made available by DEQ, you are agreeing to the terms and conditions listed above.

Dataset Availability:

You acknowledge that DEQ may add and remove datasets from the EDM tool from time to time and without notice to you. When DEQ removes a dataset from the EDM tool, no further licenses will be granted for it pursuant to these Terms of Use, but any licenses that already exist will still exist.

☐ I agree to the above terms and conditions

[OK](#)

Figure 1 Accessing the DEQ Environmental Data Mapper

2. Locate your monitoring site or upload your station list (Figures 2 & 3).

Click on the box labeled “Find address or place” and enter a longitude and latitude (in decimal degrees) or address. **Enter longitude first, preceded by negative sign.** Clicking on the black arrow to the left of the search box will allow for an advanced search, and the left most icon underneath the search box will allow you to upload a shape file or csv of your sites. Your site should appear on the map on, or very close to, the correct waterbody.

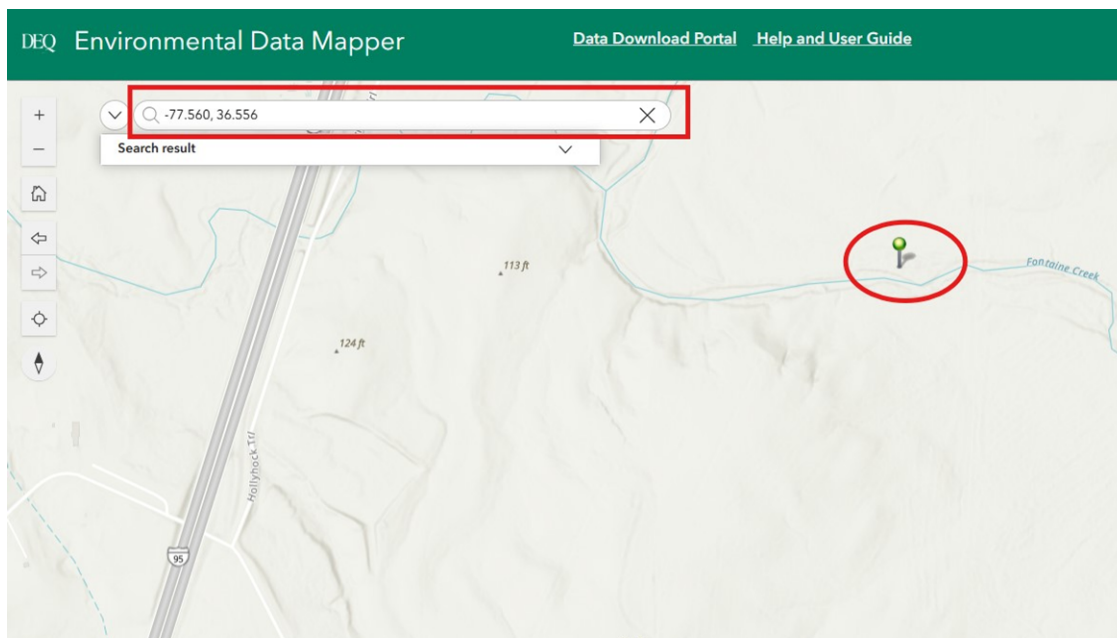


Figure 2 Locating your monitoring with a longitude/latitude pair.

Organizations with larger site lists may find it easier to upload their sites to the EDM and then proceed with the remaining steps to explore the information required in the monitoring plan. The below (Figure 3) is an example CSV that would allow a user of the EDM to have all their sites populated on the map. Clicking on each site on the map would generate a pop-up box containing the information from the CSV, as well as any layers actively selected in the EDM.

	A	B	C	D	E	F	G	H
1	Org	Station ID	Lat	Long	Collector	Parameters		
2	MyOrg	1	37.7522	-79.3918	MyOrg	temp, sp. Conductivity, DO, pH		
3	MyOrg	2	37.52993	-79.6791	MyOrg	temp, sp. Conductivity, DO, pH		
4	MyOrg	3	37.41605	-79.1368	MyOrg	temp, sp. Conductivity, DO, pH		
5	MyOrg	4	37.3074	-78.389	MyOrg	temp, sp. Conductivity, DO, pH		
6	MyOrg	5	37.73302	-78.6452	MyOrg	temp, sp. Conductivity, DO, pH		
7	MyOrg	6	37.79753	-78.4906	MyOrg	temp, sp. Conductivity, DO, pH		
8	MyOrg	7	37.6661	-77.8888	MyOrg	temp, sp. Conductivity, DO, pH		
9	MyOrg	8	37.55921	-77.6467	MyOrg	temp, sp. Conductivity, DO, pH		
10	MyOrg	9	37.56053	-77.5458	MyOrg	temp, sp. Conductivity, DO, pH		
11	MyOrg	10	37.55151	-77.5202	MyOrg	temp, sp. Conductivity, DO, pH		
12	MyOrg	11	37.52865	-77.4819	MyOrg	temp, sp. Conductivity, DO, pH		
13	MyOrg	12	37.52439	-77.4696	MyOrg	temp, sp. Conductivity, DO, pH		
14	MyOrg	13	37.36905	-76.4852	MyOrg	temp, sp. Conductivity, DO, pH		
15	MyOrg	14	37.37687	-76.263	SubOrg	temp, sp. Conductivity, DO, pH		

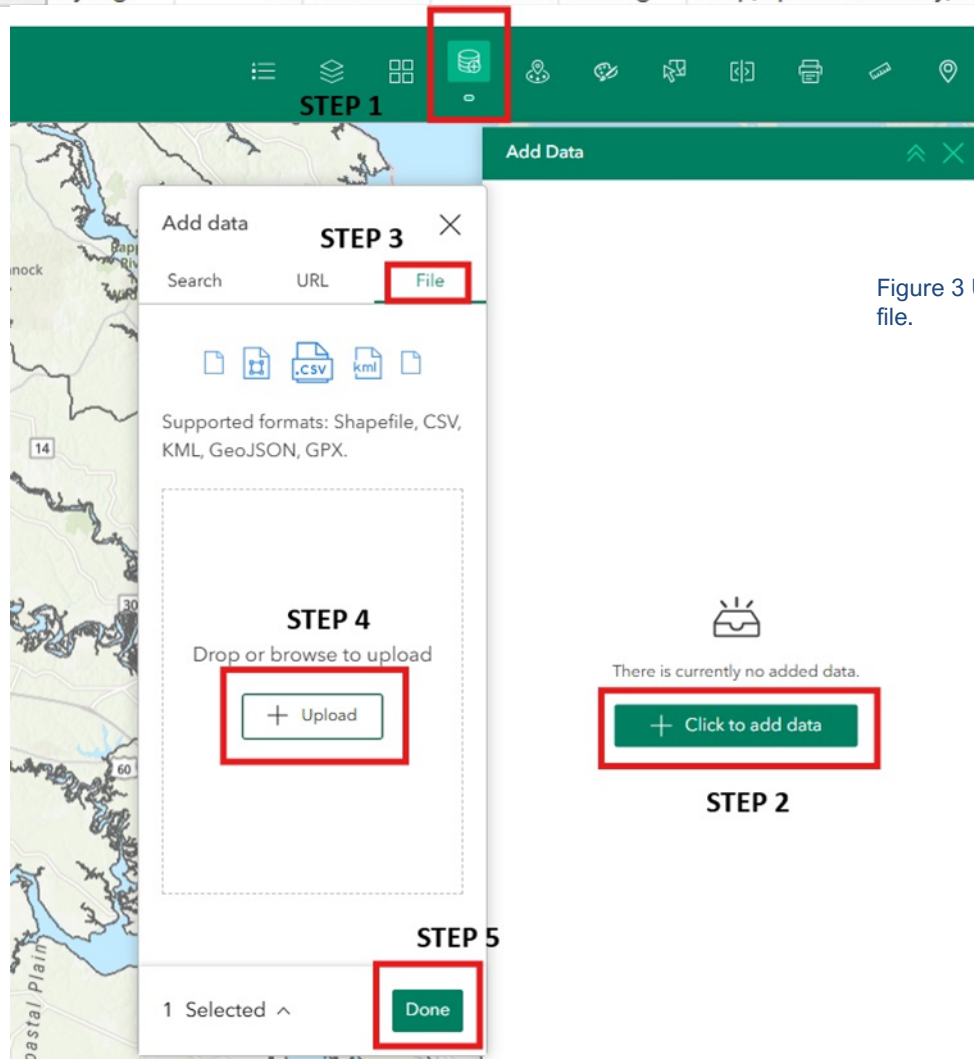
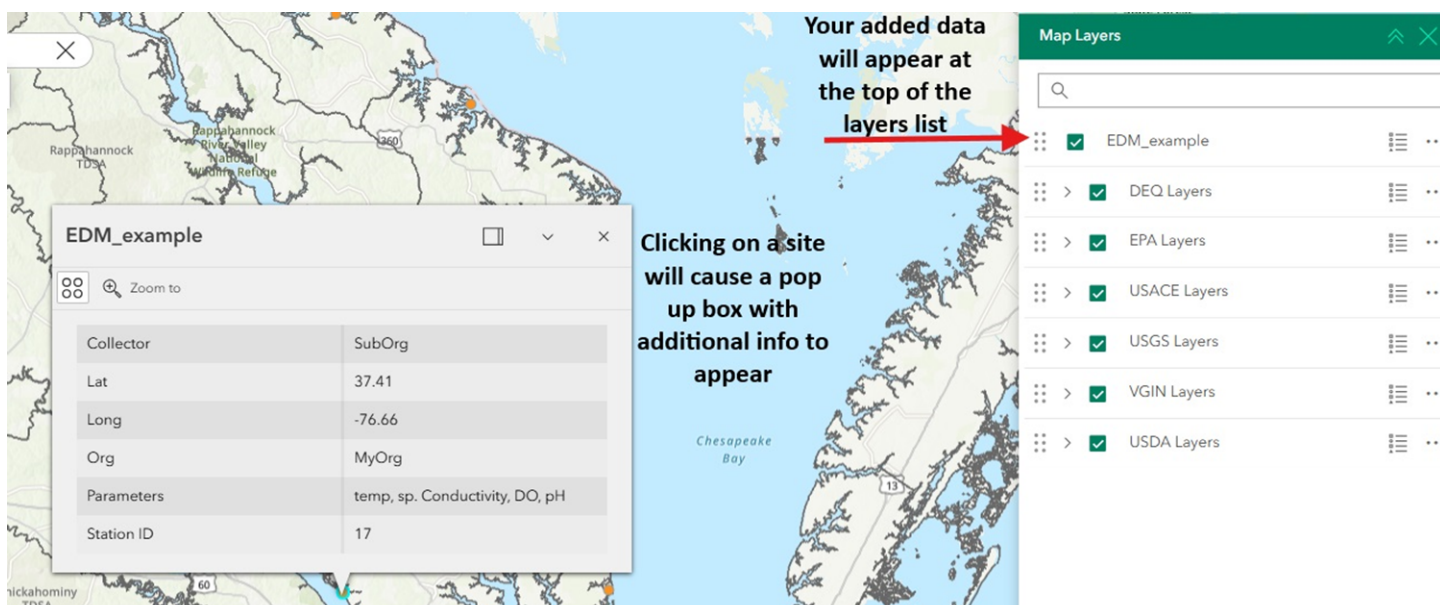


Figure 3 Uploading your station list with a CSV file.



3. Determine the City/County & VAHU6 code (Figure 4).

On the layers list to the right of the screen, expand the DEQ Layers list and then find and expand the “Watersheds/Hydrology” layer by clicking on the arrow to the left of the green checkbox. A sub-list should populate. Select and check the box for “6th Order NWBD HUC 12 Watersheds”. A series of boundary lines should appear on the map. By clicking on the dot representing your site location on the map, a box will pop up.

The title at the top of the box will indicate what information is being displayed. By using the arrows on the bottom left of the box, you can toggle through the available information cards. One card should show the city/county. Record this information for each station in the “Site Descriptions” tab of the monitoring plan. Another card will display the title: “6th Order NWBD HUC 12 Watersheds....”). Record the 4-character VAHU6 code for each station in the “Site Selections” tab of the monitoring plan (VAHU6 required for Regular and Coordination applicants only).

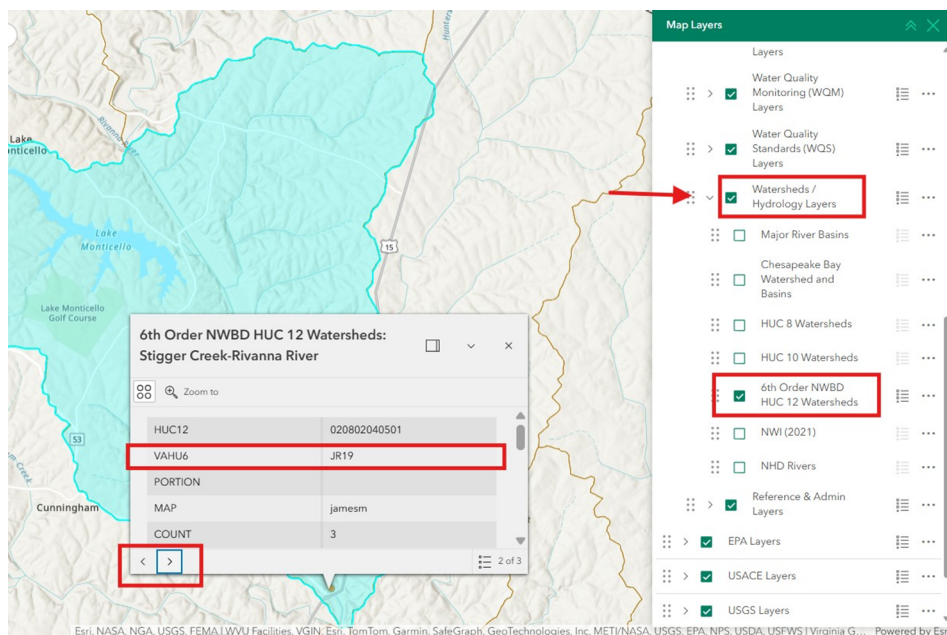
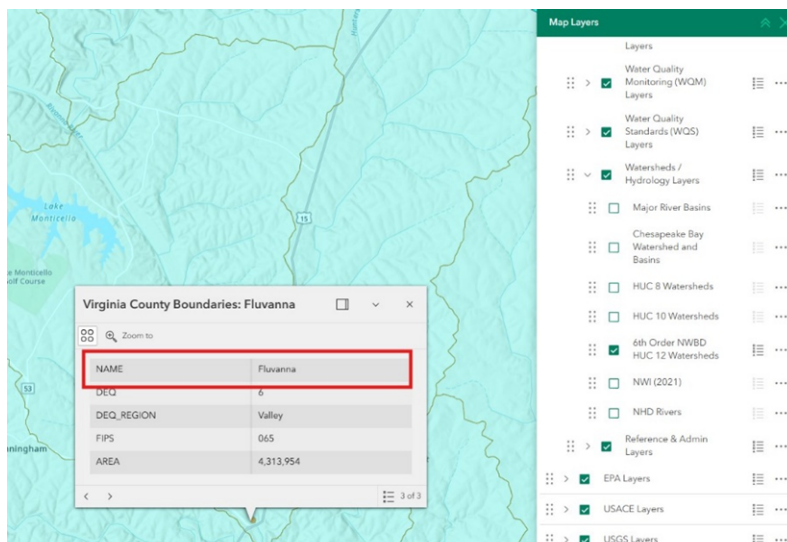


Figure 4 Locating the VAHU6 code & city/county information.



4. Find designated use and impairment information (Figure 5). *Regular & Coordination applicants only*

Zoom in to your site using the + symbol in the top left corner of the view. Under “DEQ Layers” expand the “Water Quality Assessment (WQA)” layer by clicking on the arrow to the left of the green checkbox. A sub-list should populate. Select the most recent “reservoirs”, “rivers”, or “estuaries” layer as appropriate for your sites (you’ll need to zoom in close to make the rivers layer available). Your waterbodies should appear highlighted based on their status. Waterbodies highlighted in green are “fully supporting” for all assessed uses (these may have uses listed as “not assessed” or “insufficient information”. Waterbodies highlighted in blue are “not assessed/insufficient information” and will not have impairment causes listed. Waterbodies with any assessed uses listed as “not supporting” will be highlighted in burgundy and will have impairment causes listed.

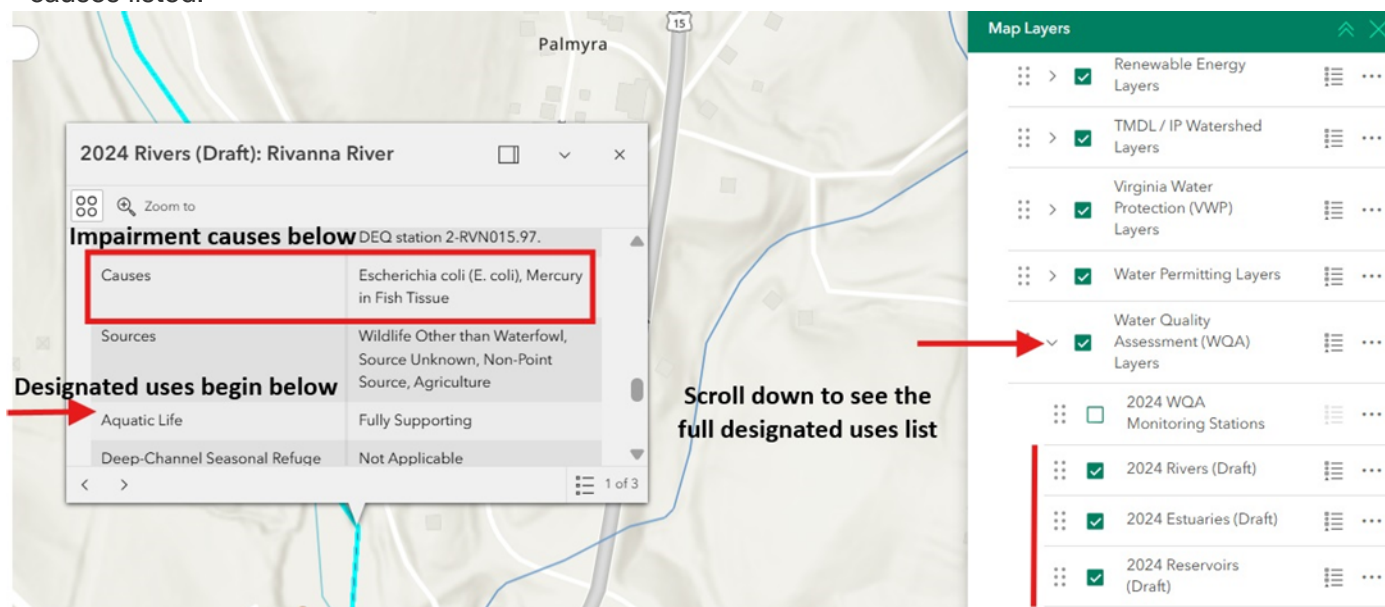


Figure 5 Determining waterbody impairments.

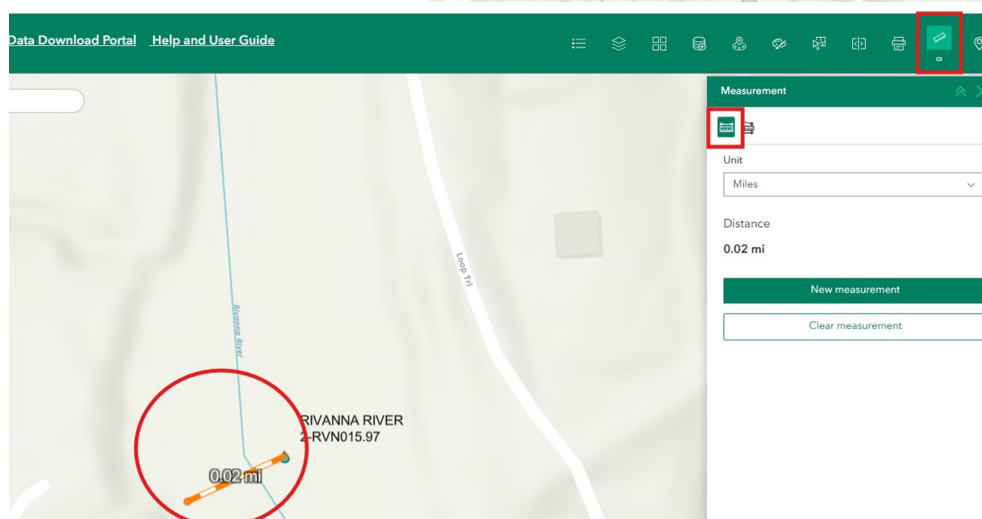
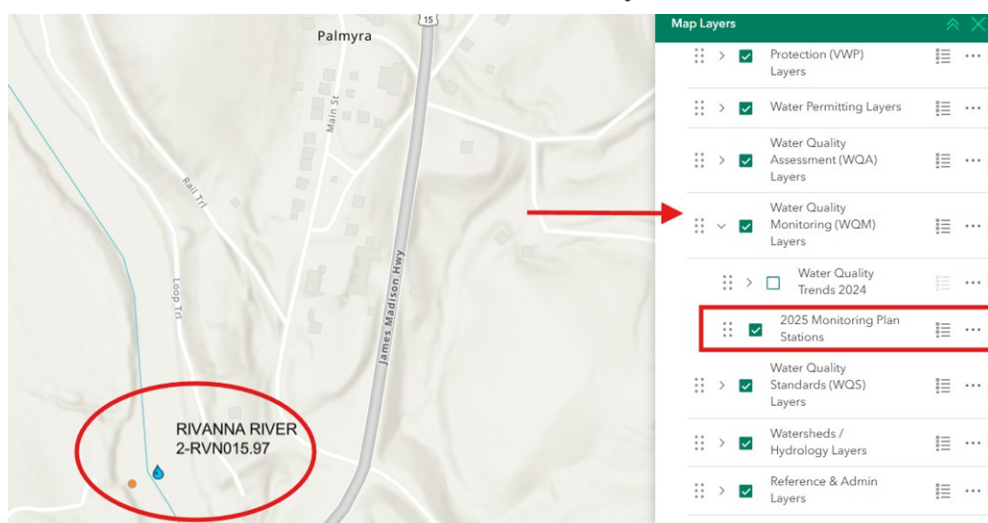
To ensure impairment data are visible, make sure you are viewing the appropriate layer in the EDM. Tidally influenced segments of rivers will have information visible under the “estuaries” layer. Click on the

waterbody to generate the pop-up box to view the assessment information. Use the gray bar on the right of the pop-up box to scroll down through the text until you see the sections “causes” and each applicable designated use for that waterbody segment, e.g., aquatic life, recreation. Note any designated uses that are listed as “not supporting” with the impairments in the “causes” box, or any designated use listed as “not assessed/insufficient information” for each station in the “Site Selections” tab of your monitoring plan (required only for Regular and Coordination applicants). If the box that appears does not display this information, use the arrows at the bottom left of the box to toggle to it.

5. Locate other monitoring stations (Figure 6). *Regular & Coordination applicants only*

On the layers list on the right side of the screen, under “DEQ Layers”, expand the “Water Quality Monitoring (WQM)” layers by clicking on the arrow to the left of the green check box. In the sub-list, select the most recent year’s monitoring plan stations as shown below. Zoom in or out as needed to show nearby monitoring stations. Stations used in previous assessment cycles can also be viewed by expanding the “Water Quality Assessment (WQA)” layer. For example, selecting “2024 WQA Monitoring Stations” will show stations assessed in the 2024 cycle, “2022 WQA Monitoring Stations” will show stations assessed in the 2022 cycle, and so on. These lists include all monitoring data used by the agency, whereas the “Monitoring Plan Stations” show stations monitored by DEQ only. Using the scale bar in the bottom left corner of the view, or the measure tool (ruler icon on top right toolbar) to note and report stations within 5 miles on different waterbodies, and those within 2 miles on the same waterbody.

Figure 6 Finding nearby monitoring sites.



6. Pre-screen your station list for nearby permitted outfalls (Figure 7).

On the layers list on the right side of the screen, under “DEQ Layers”, expand the “Water Permitting” layers by clicking on the gray arrow to the left of the blue check box. In the sub-list, select the “VPDES Outfalls (Daily)” and “Stormwater Permits (Daily)” layers. On the map, colored pentagons represent the location of permitted outfalls and spiked circles represent stormwater permits. Use the measure tool (ruler icon) as above to find the distance between your sites and any permitted outfalls within the vicinity. You can also use the near me tool to examine any points of interest from active layers within a designated radius. **DEQ will review monitoring plans for stations located within 400ft of VPDES authorized outfalls as an initial screening threshold to determine whether proposed station locations fit within the scope of the grant program.** To avoid delays and requests for monitoring plan revisions, you may elect to re-locate any stations found to be within the 400ft buffer.

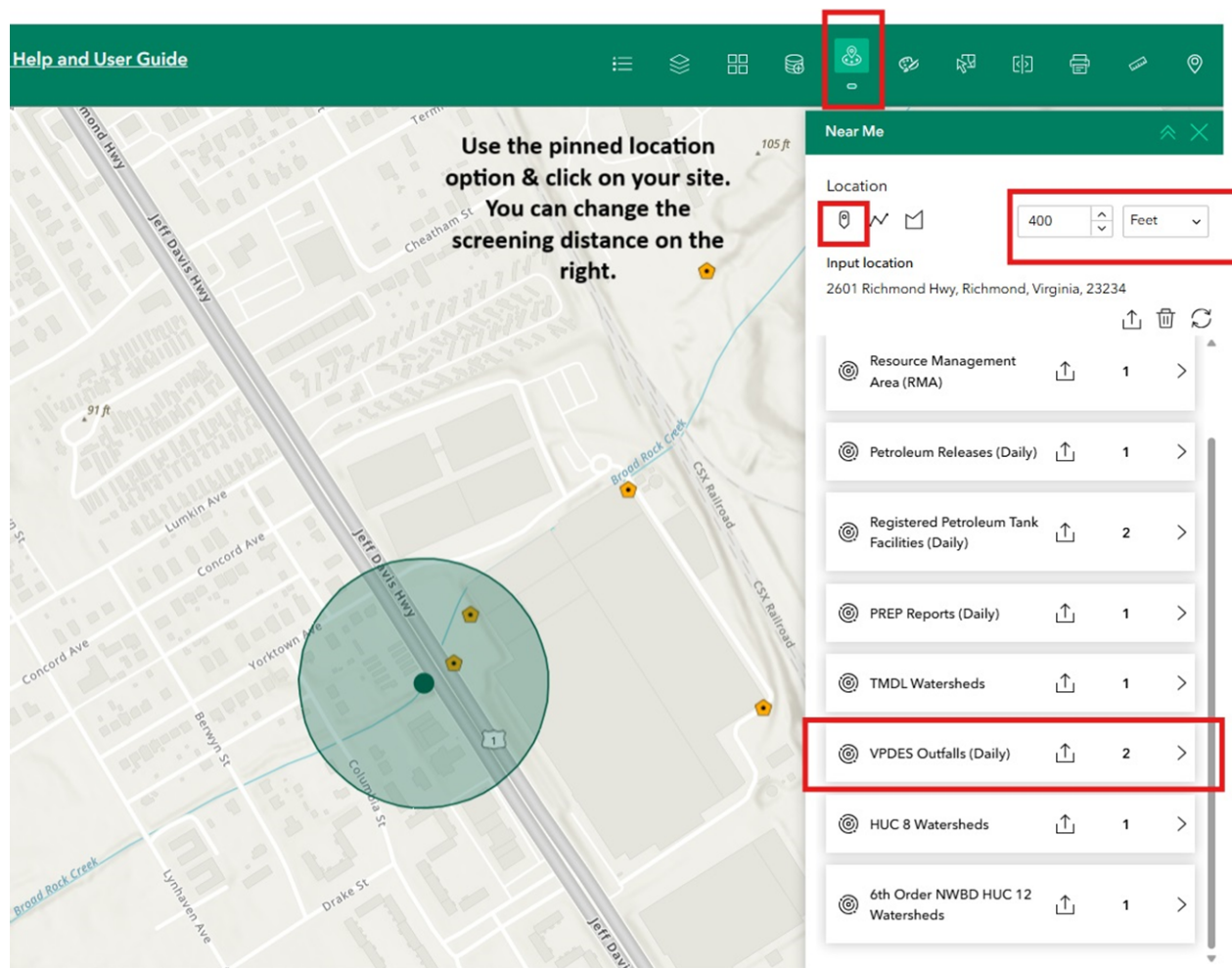


Figure 7 Screening your stations for nearby outfalls.