Washington State Parks
Clean Vessel Act Grant Program

2025 Grant Guide

The Washington State Parks Boating Program administers the state's Clean Vessel Act (CVA) Grant Program. The national CVA Grant Program provides federal funding for the construction, renovation, operation, and maintenance of vessel sewage disposal systems for recreational boaters. Funding comes from the Sport Fish Restoration & Boating Trust Fund and is provided to the state through a nationally competitive process administered by the U.S. Fish and Wildlife Service.

Learn more at https://www.fws.gov/program/clean-vessel-act.

This document was last updated November 2025

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Contact the Clean Vessel Act Grant Program

The official agency contact for the Clean Vessel Act Grant Program is Catherine Buchalski Smith.

Telephone: (360) 902-8659
Email: boatpumpouts@parks.wa.gov
Mailing Address:

Washington State Parks Boating Program
Attention Clean Vessel Act Grant Program
PO Box 42650
Olympia, WA 98504-2650

Public Disclosure Rules

State Parks records and files are public records subject to the Public Records Act under Revised Code of Washington 42.56.

At a Glance

Purpose	The Clean Vessel Act (CVA) Grant Program provides grants for the construction, renovation, operation, and maintenance of pumpouts, dump stations, floating restrooms, and pumpout boats - for use by recreational boats.
Funding Availability	We anticipate awarding up to $850,000 for projects in the Coastal region and up to $1,000,000 for projects in the Inland region for the 2025-26 grant cycle. Funding availability is subject to change.
Who may apply?	• Public and private boating facilities • Cities, towns, and counties • Port districts • State agencies • Tribes • Nonprofit organizations • Private operators
What types of projects are eligible?	• Construction and renovation of pumpouts, dump stations, floating restrooms and pumpout boats • Operation and Maintenance (O&M) of pumpouts, dump stations, floating restrooms and pumpout boats
What are the grant limits per project?	• Construction or renovation of MSDF: $420,000 • Purchase of a pumpout boat: $210,000 • O&M of marina-based pumpout boat: $72,000 per vessel annually, for 3 years • O&M of regional pumpout boat (for routes greater than 35 miles & minimum 15,000 gallons pumped): $90,000 per vessel annually, for 3 years • O&M for marina's MSDF: $12,000 per marina annually, for 5 years
What must I contribute?	Grant applicants must contribute a minimum of 25% in non-federal match.
How are projects evaluated?	A grant evaluation team reviews and scores each application. The highest scoring projects are awarded based on funding availability for that region.
When are applications due?	Applications will be accepted once annually. The next application deadline is 5 p.m. Wednesday, January 10, 2024.
When are grants awarded?	Late spring 2023, pending individual project approval from the U.S. Fish and Wildlife Service.

New this year	All applicants must have a Unique Entity ID (UEID) number, which can be obtained at SAM.gov. Match reduction may be available for those applying for new equipment and who have financial hardship. Please see the section titled, "*Match Reduction"* on page 12 for more details.

Definitions

- **CVA:** The federally funded Clean Vessel Act Grant Program administered by Washington State Parks and Recreation Commission Boating Program.

- **MSDF:** Marine Sewage Disposal Facility. Includes any facility designed, purchased, installed, constructed, renovated, operated, repaired, or maintained with Clean Vessel Act grant funds. This includes stationary pumpout units, portable pumpout carts, dump stations, floating restrooms, pumpout barges, and pumpout vessels.

- **O&M:** Operation and Maintenance. Defined in federal regulation 50 CFR 85.11 as, "Those activities necessary for upkeep of a facility. These are activities that allow the facility to function and include routine recurring custodial maintenance such as housekeeping and minor repairs as well as the supplies, materials, and tools necessary to carry out the work. Also included is non-routine cyclical maintenance to keep facilities fully functional".

- **Pass-through entity:** A non-federal entity that provides a subaward to a subrecipient to carry out part of a federal program. In this case, Washington State Parks is the pass-through entity.

- **PRISM:** PRISM is an online computer system used by Washington state agencies to accept, review, and manage grant applications**.**

- **Pumpout vessel:** A boat designed, purchased, installed, constructed, renovated, operated, repaired, or maintained with Clean Vessel Act grant funds. The sole purpose of such vessels is to provide free or low cost pumpouts to recreational boaters.

- **Recreational vessel:** Defined in federal regulation 50 CFR 85.11 as a vessel owned and operated primarily for pleasure; or a vessel leased, rented, or chartered to another for recreational use.

- **Subrecipient:** Also known as: grant recipient or project sponsor, the subrecipient is a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program; but does not include an individual that is a beneficiary of such program. In this case, the subrecipient is the successful applicant to whom Washington State Parks awards a Clean Vessel Act grant (See 2CFR 200.93).

- **Subaward:** Also known as grant award or Subrecipient Grant Agreement. Defined in federal

regulation as “an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal program”. (See 2CFR 200.92).

- **Useful life:** A best estimate of equipment longevity based on knowledge of the equipment being used and the demand placed on that equipment by the location. This information is often available from the manufacturer.

Program Administration

The Washington Clean Vessel Act Grant Program (CVA) is a federally funded grant program. The Washington State Parks Boating Program administers the CVA Program for Washington State. We are a pass-through agency that provides grants, also known as subawards, to successful applicants at the state level.

The U.S. Fish and Wildlife Service (Service) within the U.S. Department of the Interior, manages the Federal Clean Vessel Act Program. The Service administers an annual competitive grant process among all states and U.S. territories to compete for a limited pool of federal CVA funds. The Service ultimately receives and approves all state project applications, agreements, and amendments. Authority for the administrative policies for this grant program is established in the Code of Federal Regulations, 50 CFR Part 85, Clean Vessel Act Grant Program.

Program Purpose

Congress passed the Clean Vessel Act of 1992 to establish grant funding for states to support the construction, renovation, operation, and maintenance of Marine Sewage Disposal Facilities (MSDF) and pumpout vessels for use by recreational boats only. MSDF typically include stationary pumpouts, pumpout carts, dump stations, floating restrooms, pumpout boats and necessary support facilities (e.g., utilities, floats, piles, upland holding tanks, etc.) directly related to the operation of the MSDF.

Where does Clean Vessel Act grant money come from?

Federal funding for the Clean Vessel Act Grant Program is awarded annually through a national competition of all 50 states and U.S. territories. Funds come from the Sport Fish Restoration and Boating Trust Fund. These monies are derived from excise taxes on fishing equipment, motorboat fuels, small engines, import duties and interest on the fund. This money is divided among many federal agencies, who then pass along some of the dollars to the states and U.S. territories for projects related to fisheries, boating access and aquatic education.

Grant Eligibility & Requirements

The award of a CVA grant depends on the receipt of a complete grant application, the availability of federal funds, a fully executed grant agreement with State Parks, approval from the U.S. Fish & Wildlife Service and any other stipulations required by State Parks.

Eligible Applicants

Eligible grant applicants include:

- Public, private, and tribal-owned boating facility operators
- Cities, towns, and counties
- Port districts
- State agencies
- Tribes
- Qualified nonprofit organizations (see below for qualifications)
- Private operators (see below for qualifications)

Unique Entity ID

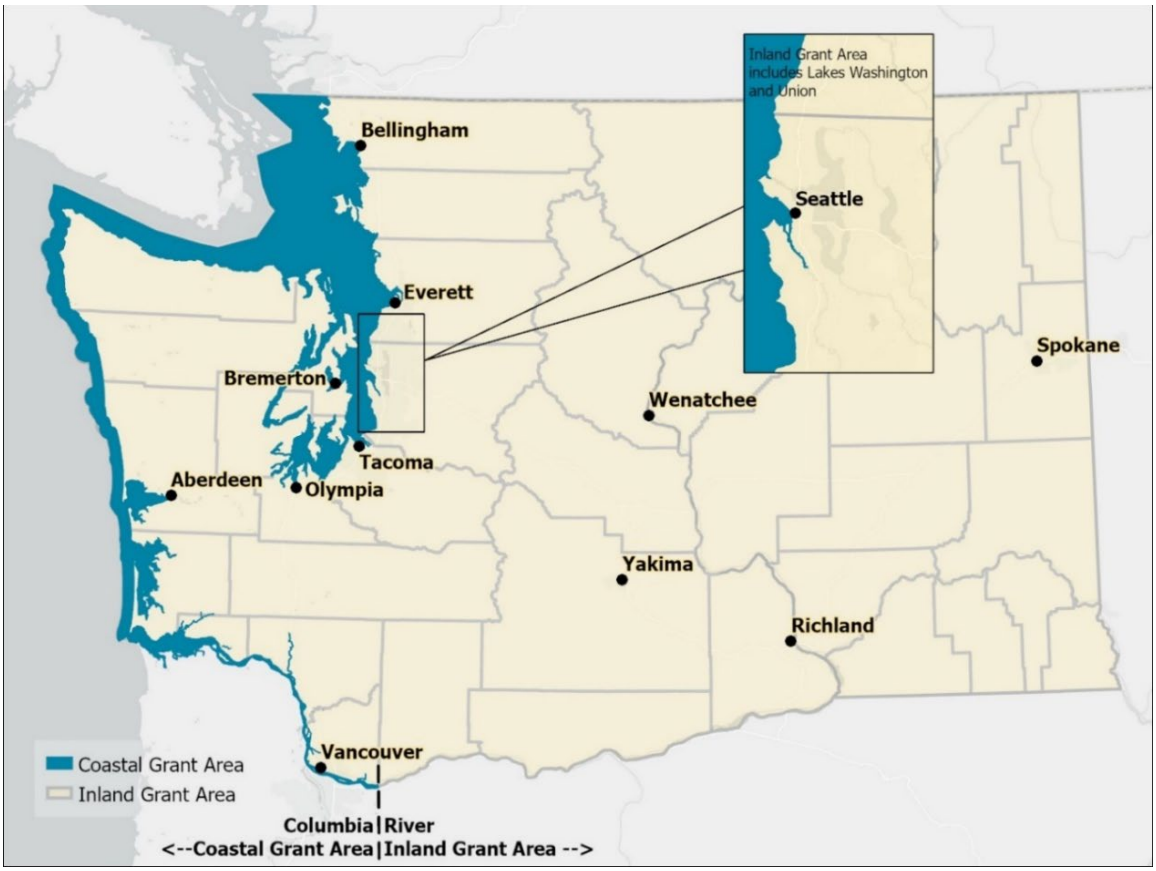
The unique entity identifier used across the federal government changed from the DUNS Number to the Unique Entity ID (generated by SAM.gov). The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov.

- As part of this transition, the DUNS Number has been removed from SAM.gov.
- Entity registration, searching, and data entry in SAM.gov now require use of the new Unique Entity ID.
- Existing registered entities can find their Unique Entity ID by following the steps here.
- New entities can register for a Unique Entity ID at SAM.gov.

Applications submitted without a valid UEID will not be considered for evaluation.

Grant Regions

The CVA Grant Program awards grants based on geography. The state is split into two distinct funding regions – Coastal and Inland. You will select the appropriate region in your grant application. Contact the CVA program manager if you have questions about which region your project is located.



The **Coastal Region** includes approximately 350 miles of coastline from the Canadian border south to Port Townsend, then out the Strait of Juan de Fuca to Cape Flattery, the most westerly point in the continental United States. From Cape Flattery, the coastal area extends south to the mouth of the Columbia River and east to the Clark-Skamania County line. Most notably, the Washington coastal grant area includes all of Puget Sound, which adds 2,000 additional miles of coastline across its canals, bays, and inlets.

The **Inland Region** covers most of the land mass of the State, extending from the Canadian border south to the Oregon state line, and west from Puget Sound and the Pacific Ocean to the Idaho border. The inland area includes all inland lakes and waterways and the Columbia River east of the Clark-Skamania County line (see map below).

Nonprofit Organizations and Private Operators

The purpose of providing CVA grants is to assist with the direct costs of constructing and installing MSDF that are accessible to recreational boaters. A private operator or nonprofit organization must meet the following eligibility requirements:

- Be registered with the Washington Secretary of State.
- Be active in recreational boating or water quality protection for a minimum of three years.
- Does not require exclusive use of the facilities funded through this program.
- Does not discriminate against any state or federally protected class.

- Provides evidence that its primary purpose or business is related to recreational boating or water quality protection.
- Meets federal eligibility requirements.

Any privately owned and operated marina may apply for a CVA grant provided they agree to:

- Provide a waste collection facility that is available to ALL recreational boaters.
- Not restrict or limit, in any manner or form, access to CVA funded facilities by the public by boat. This includes restricted access or use by member-only clubs, or other exclusive uses.
- To receive CVA funds, facilities must provide public access to pumpout equipment. It does not matter if the facility is private. If the public has access to the pumpout equipment and is welcome to use it, the facility is eligible to apply for funding.

Funding

CVA grant funds are provided on a reimbursement basis for eligible expenditures made by the grant recipient, after the project is complete. This means you must be able to underwrite the full cost of construction and the purchase of equipment up front. After your project is complete, you may request reimbursement based on proof of eligible expenditures in the form of paid invoices, work orders, purchase agreements, contracts, etc. You must have the financial capability to make timely, direct payments to contractors, vendors, or others when receiving billings or invoices for work authorized in the Agreement. Reimbursement will only be provided for documented and verified costs.

Costs incurred, or payments made, by the grant recipient for work performed prior to receiving written approval of a grant award are not eligible for reimbursement. **Payments for work not adequately documented or authorized in the grant agreement are ineligible for reimbursement.**

The rules for managing CVA funds is federally mandated under Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, also known as 2 CFR 200.

Eligible Costs & Activities

1. Costs directly related to the construction, renovation, operation, and maintenance of pumpouts and dump stations, pumpout vessels, and floating restrooms. Floating restrooms must be in the water, not connected to land or structures connected to the land and used solely by boaters.
2. Activities necessary to hold and transport sewage to treatment plants, such as: holding tanks, piping, haulage costs and any activity necessary to get sewage treatment plants to accept sewage (e.g., installing bleed-in facilities).
3. Costs to purchase, install or renovate necessary support facilities associated with MSDF stations, including sewer, water and electrical service or extensions; forward sewage lift

stations; upland boat sewage holding tanks; floats to support pumpouts and dump stations along with piling, gangways or other connecting structures.

4. Project-specific surveys, and engineering design needed to develop final drawings and specifications. Engineering costs are only eligible for grant assistance if they are project specific and performed by a registered professional engineer. **Engineering and design shall not exceed 20% of the TOTAL project budget.**
5. Project administration or coordination**. Administrative costs shall not to exceed 20% of the TOTAL project budget.**
6. Project-related permits and inspections fees as required by local, state, and federal regulation.
7. Repairs or renovations for eligible MSDF facilities resulting from unforeseeable and extraordinary events such as vandalism, natural disasters, or high-use system failures.
8. Activities to educate recreational boaters about the environmental pollution problems resulting from sewage discharges from vessels and to inform them of the location of pumpout and dump stations.
9. Actual MSDF equipment (i.e., pumpout equipment) or replacement parts.
10. Cost of parts, supplies and materials directly related to care of the equipment.
11. Costs of utilities to operate and maintain the equipment.
12. Costs of removal, hauling or disposal of sewage from pumpout to public sewer or other approved treatment facility.
13. Supplies necessary for operations and maintenance activities of your MSDF.
14. Meters or telemetry equipment used for monitoring your MSDF.
15. Operating costs for pumpout boats (vessel registration fees, staff, fuel, fluids, repairs, maintenance, etc.).
16. Appropriately documented staff or contract labor associated with routine custodial and non-routine maintenance and repairs (the cost of that person operating or maintaining your MSDF).

Ineligible Costs & Activities

1. Activities that do not provide public benefit.
2. Legal fees for any purpose.
3. Costs associated with any type of enforcement or mitigation.
4. Costs to apply for grant funds, manage construction or inspect construction sites.
5. Costs associated with Department of Natural Resources submerged land leases or any form or type of land use easement or agreement and royalty fees.
6. Costs of extending power, water, sewer or any other utilities or services to the facility not commensurate with the useful life of the proposed MSDF.
7. The costs of construction, renovation or maintenance of any on-site sewage treatment plant, package treatment plants or any other improvements to primary or secondary municipal treatment systems.
8. The costs of constructing or renovating of any type of upland restrooms.
9. Any costs to complete the project that are not included in an approved budget or not covered by subsequent written approvals.

10. Any costs for vessel waste collection facilities that serve only a single type of boat or a restricted group of boat owners, such as: floating home moorage tenants, liveaboards, club members, etc.
11. Costs associated with master development plans, business, marketing or promotional plans, concept development plans or any other general feasibility studies or reports.
12. Fines and penalties.
13. Interest expenses.
14. Losses arising from uncollectible accounts and other claims and related costs.
15. Expenses for publicity or marketing, activities related to general agency newsletters or websites and exhibits promoting ineligible activities.
16. Purchase of supplies and other expendable personal property not directly related to achieving the project goals.
17. Taxes that the project sponsor would not have been liable to pay.
18. Ceremonial or entertainment expenses.
19. Charges for contingency or other similar reserves.
20. Charges for deficits or overdrafts.
21. Charges incurred contrary to the policies of the subrecipient.
22. Costs not directly related to implementing the project such as unrelated mitigation.
23. Costs of discounts not taken.
24. Damage judgments whether determined by judicial decision, arbitration or otherwise.
25. Donations or contributions made by the subrecipient.

These lists are provided for reference and are not all-inclusive. Final eligibility determinations are the discretion of State Parks. Contact the CVA Grant Program manager if you have eligibility questions for expenses not noted on these lists.

Proration of Clean Vessel Act Eligible Expenses

You must prorate the share of project costs that are directly related to Clean Vessel Act project. Applicants must include explanation of the proration method used your grant application. Applications will not be considered for funding if costs are not prorated appropriately.

Match

Match is the applicant's contribution to a project. CVA grant applicants must contribute a minimum match of 25% of the total project cost. For example, if an applicant requests a $75,000 grant, the applicant must contribute $25,000 in match, for a total project cost of $100,000. Projects contributing more than the 25% minimum may be awarded additional points during evaluation.

Match can be provided in the form of cash, the fair-market value of force account labor or materials provided by the applicant, third-party in-kind labor or materials, donations, other grants directly related to the CVA funded project or a combination of these sources. Match cannot come from another federal source. Rules governing reimbursable project expenses also apply to the grant applicant's match. For example:

- Match expenditures cannot pre-date the grant award and must be spent before the end of the grant award.
- Match must conform to all applicable federal, state, and local regulations.
- Match must be an integral and necessary part of the approved project.
- Match must be part of the work identified in the grant application and subaward agreement.
- Match cannot be an ineligible expense.
- Match must be committed to the project.

You must keep detailed records of all match costs including donated contributions.

Donations

Donations are eligible only as matching funds and are not considered a reimbursable expense. **State Parks will never reimburse more than the subrecipient's out-of-pocket expenses.** Applicants must secure written confirmation of all donations planned for use as match and attach the donation letters to the grant application.

Other Grants

Applicants may use other grant funds as match. Other grants are eligible so long as the grant is funding activities directly related to the CVA funded project. Other grants are eligible only as matching funds and are not reimbursable. Applicants must clearly identify in grant applications all grants to be used as match. Federal grants are not eligible to be used as match.

Grant Terms & Conditions

Design Considerations

- Pumpout or dump station location should be easily accessible to vessels.
- Location should allow for easy maneuvering of vessels approaching and leaving.
- Location should be such that vessels waiting for or receiving service do not create a navigational hazard for other vessels.
- Location should provide adequate depth at mean low water so that no vessels are excluded from being serviced at the facility.
- At a minimum, MSDFs should be available for use during normal business hours from Memorial Day to Labor Day.
- If a holding tank is required, an alarm or automatic shutoff mechanism should be installed
- You must have a reasonable method to dispose of sewage collected by the MSDF. Acceptable methods include discharge to municipal sewer line or approved on-site sewage treatment facility, on-site septic disposal field or to an upland holding tank where the waste is transported to a municipal treatment plant.

Fees

Fees for using the pumpout equipment/service cannot exceed $5 per vessel. Any fees collected should be reported to Washington State Parks - CVA Program, and used to defray the cost of operations, maintenance, and repair of the pumpout equipment. If facilities are receiving CVA grant funding for operations/maintenance/repair, there should be no additional pumpout fees to the boater during the time of the agreement.

Build America, Buy America Act

On November 15, 2021, a new federal law went into effect – the Infrastructure Investment and Jobs Act (P.L. 117-58), or ***Build America, Buy America Act (BABA)***. The Act strengthens Made in America Laws. Any federal grant that involves infrastructure, purchase of equipment, manufactured products or construction materials will require that:

1. All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
2. All manufactured products used in the project are produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
3. All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

The BABA requirement only applies to articles, materials, and supplies consumed in, incorporated into, or affixed to an infrastructure project. It does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. For more information, visit the Department's Buy America site at www.doi.gov/grants/BuyAmerica.

What does this mean for your project?

To ensure your project will be compliant with BABA requirements, you should:

- Request vendors supply a letter addressing if their products are compliant with BABA. Include these letters with your cost estimates. If a vendor cannot comply with BABA due to availability of materials or cost increases, they should state that in the letter.
- Ensure your cost estimates reflect the new BABA requirements.
- Contact the Clean Vessel Act Grant Program Manager for additional guidance.

Permits & Environmental Regulations

CVA grants are federal dollars. That means projects selected for funding must comply with all applicable local, state, and federal laws, regulations, and policies. This includes laws such as the

National Environmental Policy Act, the Endangered Species Act, the National Historic Preservation Act, and other applicable executive orders.

Your application should provide a detailed summary of your project, including engineering plans or drawing of proposed project site. Drawings should include the proposed pumpout equipment location and sewer connections marked. It can be an aerial photo or drawing from your survey or can be hand drawn. We need enough information about the project to develop your agreement and to ensure permitting requirements are met.

Applicants are responsible for all permits applicable to the pumpout project. You do not have to have permits in hand to apply, but keep in mind that some permits may take months to years to acquire. Failure to obtain required permits prior to placing a pumpout system/equipment into operation can result in enforcement actions and civil penalties. Costs for permits relating to the installation of the pumpout are reimbursable up to 75%.

No in-water or ground disturbing construction work can commence until all required permits and approvals have been obtained and reviewed by State Parks, and the Subrecipient receives a "Start Work Letter" from the CVA program manager on behalf of the U.S. Fish and Wildlife Service. Projects must have all permits in place before any work begins. Failure to obtain required permits/approval prior to beginning construction/installation/operation can result in enforcement actions and civil penalties.

You must submit copies of applicable permit issuance and permit inspections to the CVA program to receive reimbursement for any work performed where permitting is required. For larger projects, please call the Clean Vessel Act grant program to discuss the project and for guidance on any additional documentation that may be needed.

In-water or ground disturbing construction work that occurs before an official notice to proceed letter is issued WILL NOT be eligible for reimbursement.

National Historic Preservation Act, Section 106 Process

The National Historic Preservation Act's Section 106 requires project applications be reviewed to determine if there is any impact to historical properties. This review and the review under the National Environmental Policy Act are two separate, distinct processes. They can, and should, occur simultaneously. They should be coordinated to avoid duplication of public involvement or other requirements. If research shows that cultural resources do exist, they must be identified and a description of how they will be protected included in the environmental assessment.

State Parks begins this process by contacting the U.S. Fish & Wildlife Service (Service). The Service contacts the Washington State Historic Preservation Office and Native American tribes.

The State Historical Preservation Office then determines the potential impacts, defines the "area of potential affect" and may request a cultural resources survey. If a cultural resources survey is requested, the applicant must complete the survey. Surveys are forwarded to the State Historic Preservation Office, the Service and interested Native American tribes for review and comment. The State Historic Preservation Office determination is provided to the Service for a final determination on potential effects to historical or cultural resources.

Federal Funding Accountability and Transparency Act (FFATA)

Washington State Parks must capture and report executive compensation data for CVA subawards that obligate $30,000 or more in federal funds. The Federal Funding Accountability and Transparency Act Form will be provided to successful applicants by WA State Parks during the grant award period.

Conditions of Award

Receipt of a CVA grant requires several commitments, including:

1. Developing plans, specifications and acquiring permits for the grant funded facilities and equipment. All plans and permits must be submitted and approved to State Parks for approval prior to construction. **See *Environmental Regulations* section.**
2. The design of the project is the responsibility of the applicant. All necessary permits must be secured by the applicant, who is responsible for compliance with all permit requirements, state and local codes, and the inspection of the project to ensure compliance of materials, products, and workmanship within the scope of the approved plans and specifications.
3. Any changes to the approved grant work or permit modifications must be reviewed and approved by State Parks.
4. MSDF and pumpout vessels purchased with CVA funds can be used to collect recreational boat sewage only. No bilge or oily waste should be collected.
5. Periodic facility inspections will occur for the full useful life of any CVA funded project to ensure facilities are properly constructed and maintained.
6. A maximum $5.00 fee may be charged for the use of the pumpout and dump stations constructed with grant funds. All fees collected for the use of grant funded pumpout or dump stations can be used solely for the operation and maintenance costs of the equipment. A portion of the fees collected will be subtracted from any annual O&M reimbursement requests.
7. If the applicant ceases to operate and maintain the completed project as pumpout/dump facility or changes the integrity of the facility, the applicant shall reimburse State Parks the Clean Vessel Act grant funds it received.

Public Access

All equipment and facilities funded under this grant shall be open and available to the public. Open and available to the public means that all recreational boaters shall have full and reasonable access to the MSDF or pumpout boat for the purpose of sewage disposal.

At a minimum, facilities and pumpout services should be operational during your normal business hours from May 1 to October 1 each year. Fees shall be equal for all recreational pumpout users at a facility open and available to the public.

Equipment Ownership & Useful Life

CVA grants come with long-term obligations to maintain and the grant funded project area. These long-term obligations are noted in the CVA subrecipient grant agreement. Equipment or vessels purchased with CVA grants will be under the ownership of the subrecipient. The equipment must continue to be used for the sole purpose for which it was purchased, for the full duration of its useful life.

Equipment purchased with CVA funds shall be used only for the purpose for which it was originally purchased and no other purpose, whether or not the Subrecipient continues to receive ongoing operation and maintenance CVA grant funds.

Grant-funded equipment must be maintained for its full useful life. Useful life is a best estimate of the number of years a piece of equipment is likely to be useable based on knowledge of the equipment and the demand on that equipment. This information is often available from the manufacturer.

Projects funded with CVA grants must remain dedicated to the use as originally funded for as long as defined in the grant agreement. State Park's recognizes that changes occur over time and that some facilities may become obsolete. If a grant funded piece of equipment is no longer desired or functional, you must contact WA State Parks at boatpumpouts@parks.wa.gov for formal written disposition instructions.

Acknowledgement & Signs:

Grant recipients must provide clear information using signs or other methods (e.g., website, brochures, etc.) to direct boaters to the grant funded facility. Signs shall be installed at every MSDF or pumpout boat with information indicating:

- Hours of operation
- Use restrictions (e.g., recreational vessels only)
- Fee information
- Phone number to call in case of breakdown
- For pumpout boats – VHF hailing channel
- Sport Fish Restoration & Boating Trust Fund logo*
- International pumpout symbol*

**Electronic versions of these logos are available from State Parks upon request.*

Signs shall acknowledge that the CVA funded project was constructed, improved, or operated/maintained with funds from the Clean Vessel Act.

Sample language: "This pumpout facility (or vessel) was built (or improved) with funds provided by the Washington State Parks Clean Vessel Act Grant Program in partnership with the U.S. Fish & Wildlife Service. Funding comes from the Sport Fish Restoration and Boating Trust Fund, which is financed by your purchase of motorboat fuel and fishing equipment."

A limited number of signs are available at no cost and may be obtained by contacting the CVA program manager.

Publications & Advertising

The grant recipient shall include the following statement if publishing any report, news release or publication regarding this project: "Funding was provided by the Washington State Parks Clean Vessel Act Grant Program. This program is funded by the U.S. Fish & Wildlife Service through the Sport Fish Restoration and Boating Trust Fund, which is financed by the purchase of motorboat fuels and fishing equipment."

Reporting Requirements

Reports

Grant recipients must monitor and maintain written records of the use of any MSDF or pumpout vessels purchased using Clean Vessel Act Grant funds by installing a use counter mechanism, flow meter or hour meter. These records are required for the full duration of the useful life of the equipment. An ***Annual Gallonage Report*** is required for the period of October 1 through September 30 for the previous twelve (12) months.

Grant recipients of O&M grants must also keep and submit a ***Maintenance Log***. In addition, pumpout vessels receiving O&M funds are required to keep a Sewage Disposal Log describing offload locations and frequency of sewage discharge, along with a Pumpout Vessel Service Log detailing when and where pumpouts are being provided.

These records shall be submitted to State Parks once per year between October 1 but no later than December 31 each year. A list of required forms is available on the State Parks website.

Grant Application Procedures

You must submit the required application and supporting documents by or before the deadline, following the prescribed format. Applications that fail to meet these minimum submission requirements may be disqualified.

PRISM

Grant applications must be submitted in PRISM. PRISM is an online computer system used by state agencies to accept, review, and manage grant applications. PRISM works best using Edge, Chrome, Firefox, or Safari internet browsers. Internet Explorer is NOT recommended. More

information about PRISM, a list of training videos, and PRISM IT support can be found by visiting, PRISM - RCO (wa.gov).

To create a PRISM Account:

- Step 1 - Request SecureAccess (SAW) Account
- Step 2 - Request a PRISM Account

When using either of these databases for the first time, applicants must complete a double sign-in.

1. Using SecureAccess Washington (SAW) credentials, login to PRISM.
2. When redirected to the SAW login page, enter the SAW credentials.
3. When redirected to a one-time PRISM sign-in page, enter the PRISM login credentials. The applicant will be directed back to the PRSM home page. This double sign-in will happen only once.
4. After completing the double sign-in, applicants will use SAW credentials to log into PRISM.
5. To begin an application, log into PRISM Online and select the "+ New Application" button to enter grant application information.

For help setting-up or modifying an existing PRISM account, email prismsupport@rco.wa.gov, or call (360) 902-3086. Telephone Relay Service for the Hearing Impaired (800) 833-6388.

Submission Deadlines

Grant applications shall be submitted in PRISM by the grant application deadline. The agency does not provide delivery confirmation. Applications received after a deadline will not be accepted.

Applications are due by 5 p.m., Friday, January 16, 2026.

Grant Cycle Timeline

November 2025	Grant Application & Grant Guide posted online
January 16, 2026	Application Deadline
April 2026	Successful Projects Announced
May/June 2026	Estimated Grant Start Date

Project Evaluation

Project evaluation is a competitive process based on a of set scoring criteria. Applications are reviewed and scored by a panel of evaluators representing state agencies, the boating and marina community and State Parks. Applications are evaluated against the criteria as listed in the section, *Scoring Criteria*. The grant evaluation team and State Parks staff will review your responses along with maps, plans, letters of support, etc. Evaluators will give each project a score based on 100 possible points. These individual project scores are sent to State Parks, where they are tabulated and compiled to establish a ranked list of projects. State Parks staff will present final ranked list with recommendations to the agency director, who shall make the final decision on funded projects.

Do Not Fund

Occasionally during the evaluation process, State Parks staff or a member of the grant evaluation team may express significant concerns about a project such that it would receive a "Do Not Fund" recommendation. If a "Do Not Fund" recommendation is considered, State Parks will notify the applicant in writing, identify the concerns, and invite the applicant to attend a post-evaluation meeting to respond to the concerns or questions. The applicant also may submit a written response. State Parks staff will provide the State Parks' director a summary of the "Do Not Fund" recommendations, committee and staff comments, and the applicant's response. The director will consider these recommendations and responses before making a final decision. The director retains discretion in awarding all grant funds.

Scoring Criteria

The following criteria are used to evaluate applications. A total of 100 points can be awarded. Applications will be reviewed, scored, and ranked competitively against other applications competing for funds in the same region (i.e., Coastal or Inland). Scores are based on your narrative responses to the evaluation questions 1-6 below.

Category	Evaluation Criteria	Max. Points
1) Public Need – Explain how your project addresses a public need for marine sewage disposal facilities (MSDF).	a) Is your project in an area with high recreational boat traffic? b) Is your project in an area where recreational boats congregate for extended periods of time (e.g., mooring buoys)? c) Is your project in an area with few pumpout and dump station options nearby? d) Are nearby pumpout and dump stations used to capacity or in poor condition?	**25**

		e) How will your project contribute to the statewide network of pumpouts and dump stations in terms of proximity to existing facilities? **Point Range: 0-25 points**	
2)	**Water Quality Benefit –** Describe how your project will improve water quality.	a. How many gallons of sewage do you anticipate collecting per year? b. Is your project likely to protect vulnerable waters? c. Is your project located: • within the Puget Sound No Discharge Zone? • near a Commercial Shellfish Harvest Area or Recreational Shellfish Harvest beach? • in sensitive areas (e.g., areas on State 303(d) list for dissolved oxygen)? **Point Range: 0-20 points**	**20**
3)	**Public Benefit –** Describe how your project will result in measurable benefits for the recreational boating community?	a. List the times your MSDF is proposed to be available for use by the public (e.g., operating hours, days, months). b. What is the expected use of your proposed MSDF project (e.g., how many boats will your project serve a day or week)? Explain how you arrived at this estimate? c. Provide a description of the type of recreational boats you anticipate serving with your project (e.g., cruisers, regular tenants, combination). **Point Range: 0-20 points**	**20**
4)	**Cost Benefit –** Describe how your project will be implemented to provide the greatest cost benefit ratio.	a. If the work in this project is part of a larger undertaking with other components and funding, present a brief overview of the larger project and the role CVA grant funding will play. b. Explain how the project or implementation of the project shows a reasonable and justifiable use of federal grant funds. c. Explain the cost benefit of your project (i.e., how much money you are requesting vs. how many boats you anticipate serving per year)? d. Do you plan to charge for pumpout or dump station use? If yes, how much will you charge? Federal rules limit the per-use fee to $5 maximum. **Point Range: 0-15 points**	**15**

5)	**Partnerships and Project Support –** Describe monetary and non-monetary support secured to help implement your project.	a. Describe support you have from the community, interest groups, volunteers, public agencies, etc. b. List all organizations and agencies partnering with you on the project. Partnerships are groups or individuals providing financial assistance to the project as grants, cash, donated labor, goods, or materials. Include a contact person, address, phone number and their contribution to the project. Letters of support are required to verify financial support. See *Part VI. Supporting Documents.* c. Is there known opposition to your project? Explain. **Point Range: 0-10 points**	**10**
6)	**Site Suitability and Project Design –**Describe how your project demonstrates good design and feasibility.	a) Describe proposed pumpout location(s). If applicable, indicate intended placement of equipment (e.g., fuel dock, public dock, etc.). Maps and visuals are required. *See Part VI. Supporting Documents*. b) If the project will include the purchase of equipment or a vessel, include manufacturer information, model and year. Vendor quotes are required and should be less than 12 months old. *See Part VI. Supporting Documents* c) If equipment is being replaced, describe: • Why the equipment is being replaced. • When the existing equipment was purchased. • If the equipment being replaced was purchased with a previous CVA grant, then provide the project name, year of grant and the HIN or serial number for equipment being replaced. d) Provide a useful life for any equipment being purchased or capital improvements being made with this project. Useful life is a best estimate based on knowledge of the equipment being used and the demand placed on that equipment by the location. This information is often available from the manufacturer. e) Describe where collected sewage shall be discharged: • Direct connection to a wastewater treatment facility. • A holding tank where sewage is stored until it is taken to a wastewater treatment facility. • Directly to an on-site septic system. **Following questions are for mobile pumpout vessel projects ONLY:**	**10**

		f) Describe the qualifications and experience of the boat operator(s) providing pumpout services. If you have not yet selected a boat operator, describe your proposed process for selecting a proficient boat operator. g) List the names of commercial mobile pumpout service providers operating in your proposed project service area. Describe if or how you have notified them of your intent to provide free or low cost pumpouts, and any objections known to you. **Point Range: 0-10 points**	
7)	**Financial Hardship –** Describe how your facility or organization would experience hardship paying the federal matching requirement for your proposed project.	Please describe if your project is in a: • **Community in need**; A city, town, tribe, or eligible special purpose district with 20,000 residents or fewer and a median household income less than $73,775 (the state median household income), or • **County in need**; A county with a median household income less than $51,643 (70 percent of the state median income), a designation of distressed (as defined by Washington Employment Security Department), or 60 percent or more of its land base in a non-taxable status, or • **Provides boat sewage disposal infrastructure to underserved populations**; A city, town, tribe, or special purpose district with a median household income less than $73,775 (the state median household income), and a project in a census block group where the median household income is less than $51,643 (70 percent of the state median household income). If you need help determining if your project is in a community or county in need, enter your project location in RCO's Match Reduction Mapping Tool. **No points – Yes or No only.**	**0**
		Total Possible Points	**100**