

Template

POINT TO NONPOINT WATER QUALITY TRADING CHECKLIST

Per Wisconsin DNR Water Quality Trading (WQT) Guidance, the permit holder wishing to receive credits should submit a WQT Checklist. This template contains all of the necessary elements of a Point to Nonpoint WQT Checklist and was developed in consultation with Wisconsin DNR. Completing a WQT Checklist is part of [Step 4 of 6 in the WQT Steps for Buyers](#). It should be completed after a [Credit Certification Report \(Step 1\)](#), [Notice of Intent \(Step 2\)](#) to trade, [WQT Contract \(Step 3\)](#), and a WQT Plan (Step 4). This WQT Checklist will serve as the cover letter for the [WQT Application Packet](#) (which contains: WQT Checklist, Credit Certification Report, WQT Contract Certification, WQT Plan) that is delivered by the Buyer to WDNR.

Notice: Pursuant to s. 283.84, Wis. Stats., this form should be completed by any WPDES permittee that intends to pursue pollutant trading as a method of complying with a permit limitation. Failure to complete this form would not result in penalties. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law (ss. 19.31 - 19.39, Wis. Stats.).

Applicant Information				
Permittee Name		Permit Number WI-		Facility Site Number
Facility Address			City	State ZIP Code
Project Contact Name(if applicable)		Address	City	State Zip Code
Project Name				
Receiving Water Name		Parameter(s) being traded		HUC 12(s)
Credit Generator Information				
Credit generator type (check all that apply):				
<input type="checkbox"/> Permitted Discharge (non-MS4/CAFO)		<input type="checkbox"/> Urban nonpoint source discharge		
<input type="checkbox"/> Permitted MS4		<input type="checkbox"/> Agricultural nonpoint source discharge		
<input type="checkbox"/> Permitted CAFO		<input type="checkbox"/> Other- Specify: _____		
Are any of the credit generators in a different HUC 12 than the applicant?			<input type="checkbox"/> Yes; HUC 12: _____ <input type="checkbox"/> No	
Are any of the credit generators downstream of the applicant's point of standards application?			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Was a broker/exchange be used to facilitate trade?			<input type="checkbox"/> Yes (include description and contact information in WQT plan) <input type="checkbox"/> No	
Non-Permitted Discharge Information (Non-permitted urban, agricultural, other):				
Type	Practices Used to Generate Credits	Method of Quantification	Trade Agreement Number	

<input type="checkbox"/> Urban NPS <input type="checkbox"/> Agricultural NPS <input type="checkbox"/> Other			
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Does plan have a narrative that describes:		Plan Section
a. Description of existing land uses	<input type="checkbox"/> Yes <input type="checkbox"/> No	
b. Management practices used to generate credits	<input type="checkbox"/> Yes <input type="checkbox"/> No	
c. Amount of credit being generated	<input type="checkbox"/> Yes <input type="checkbox"/> No	
d. Description of applicable trade ratio per agreement/management practice	<input type="checkbox"/> Yes <input type="checkbox"/> No	
e. Location where credits will be generated		
f. Timeline for credits and agreements	<input type="checkbox"/> Yes <input type="checkbox"/> No	
g. Method for quantifying credits	<input type="checkbox"/> Yes <input type="checkbox"/> No	
h. Tracking procedures	<input type="checkbox"/> Yes <input type="checkbox"/> No	
i. Conditions under which the management practices may be inspected	<input type="checkbox"/> Yes <input type="checkbox"/> No	
j. Reporting requirements should the management practice fail	<input type="checkbox"/> Yes <input type="checkbox"/> No	
k. Operation and maintenance plan for each management practice	<input type="checkbox"/> Yes <input type="checkbox"/> No	

l. Location of credit generator in proximity to receiving water and credit user	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
m. History of project site(s)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
n. Other: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

The preparer and owner certify all of the following:

- I am familiar with the specifications submitted for this application, and I believe all applicable items in this checklists have been addressed.
- I have completed this document to the best of my knowledge and have not excluded pertinent information.
- I certify that the information in this document is true to the best of my knowledge.

Name of Preparer

Signature of Preparer

Date

Authorized Representative Signature*

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision. Based on my inquiry of those persons directly responsible for gathering and entering the information, the information is, to the best of my knowledge and belief, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations

Name of Authorized Representative

Signature of Authorized Representative

Date

*The *Authorized Representative* is someone who is authorized to sign all applications, reports, or other information submitted to WDNR. This person may be:

- for a **corporation**: a responsible corporate officer including a president, secretary, treasurer, vice president, or manager
- for a **municipality**: a ranking elected official
- for a **corporation or municipality**: another person authorized by one of those officers or officials and who has responsibility for the overall operation of the facility or activity regulated by the permit. This is the person to whom WDNR will send information regarding the application, the draft permit, and permit reissuance