

2025-2026 Kootenai County Aquifer Protection District Funding Request Guidelines

APD Background, Mission and Priorities

Background

Protecting the Rathdrum Prairie Aquifer, a 211 square mile sole source aquifer that provides drinking water for most of Kootenai County's 180,000 residents, is critical to the economic and environmental future of the county. To meet aquifer protection needs, county voters approved the creation of an Aquifer Protection District (APD) in 2006.

APD's mission is to protect groundwater quality in the Rathdrum Prairie Aquifer to assure safe and healthy drinking water, economic vitality, and environmental well-being for current and future generations.

An Aquifer Protection District Committee that is advisory and appointed by the Kootenai County Board of County Commissioners (BOCC) recommends aquifer protection measures, administrative support and budget, coordination between and among agencies and stakeholders, and policy.

The APD Committee advisory role includes annually soliciting requests for funding, then making recommendations to the BOCC. The BOCC makes final determinations, including whether to approve APD funding recommendations. For further APD background, visit <https://www.kcgov.us/336/Aquifer-Protection-Board>.

Funding Request Submission and Awards

Submission Deadline: Digitally received or postmarked by March 3, 2025

APD Presentation: As part of reviewing proposals and making recommendations, the APD committee may request a presentation. Staff will communicate the details if required.

Advisory Committee Funding Recommendations: June, 2025

Kootenai County staff will notify applicants whether a request was recommended for funding.

Board of County Commissioner Approval: August, 2025

Applicants will be notified if BOCC approval was given.

Funding Period and Eligible Costs

Funding Period: October 1, 2025 – September 30, 2026

Eligible Costs: Salaries and benefits, consultant/contractor expenses, materials and supplies, advertising/promotion, travel, and printing/reproduction.

Funding Partners: The application includes a section for applicants to describe and/or list partners, additional funding, and other resources contributing to a project.

Eligibility

All project activities must:

- Support one or more APD priorities.
- Occur in Kootenai County and/or provide a Rathdrum Prairie Aquifer Protection District benefit(s) to residents and agencies within Kootenai County.
- Be completed and fully expensed within the funding period (one year).

Reimbursement Requests

All funded activities must occur between October 1, 2025 and September 30, 2026.

Reimbursement requests, including receipts, should be sent to kcbocc@kcgov.us.

The hard deadline for submitting a final reimbursement request is October 3, 2025.

- Except for the Confluence project, deadline is August 30, 2025..

At the conclusion of activities, the funding recipient is required to submit a report summarizing activities and outcomes. Depending on the project, this may include:

- Number of students, teachers or classrooms reached.
- Overview of curriculum or training provided.
- Number of community members or events reached or attended.
- Print or digital reach of promotions.
- Number materials distributed and (as possible) location.
- Number of web site visitations.
- Studies completed or started.
- URL link to and/or paper copy of studies.
- Infrastructure installed.
- Data collected and location of data collection sites.
- Site inspections or visitations.

Reports may include photos and other relevant material. Recipients may also be asked to make a presentation to the APD committee.

For Further Information:

Board of County Commissioner's Staff

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Phone: (208)446-1600