Instructions for Using Mapping Tools to Complete the Applications for Financial Assistance for Clean Water and Drinking Water Projects

To locate Congressional Districts: Go to Congressional Districts. Detailed maps of Maryland's current Congressional Districts are located at the bottom of the page. Find the project location on the appropriate map and copy down its associated Congressional District number.

To locate Legislative Districts: Go to Legislative Districts. Detailed maps of Maryland's current Legislative Districts are located at the bottom of the page. Find the project location on the appropriate map and copy down its associated Legislative District number.

To locate River Basin Designation: Go to Watershed Profiles.

Clicking on a shaded polygon will display information about that 8-digit watershed, including the watershed name and ID. To navigate the map, use your arrow to drag and pan. Click the plus and minus buttons to zoom in and out. Enter an address in the window (top right) to zoom to a location. Clicking on "Basemap" allows the user to change the background (e.g. aerial photography, topographic coverage, etc). Clicking on "View Larger Map" will take the user to a customizable map interface where additional layers may be added.

To locate Priority Funding Areas (PFAs): Go to Maryland Priority Funding Areas. Please note: This site performs best on desktop or laptop devices using either Chrome or Firefox browsers (click on either to download the browser needed).

1. Find the project location by searching the map by hand. Hold the left-click button down on the mouse and pan the map. Zoom in or out using the mouse (center scroll) wheel or click the + or – on the left side of the map; or

2. Find the project location by entering an address. Enter the address and zip code in the search box at the top right side of map and press enter.

As a rule of thumb, the maps should generally be zoomed in to the roughly the same scale as printed tax maps. Zoom in/out as needed to capture the entire project area on one page, making sure the PFA, service area, and geographic location is clearly conveyed.

Once the project location is found and the map is sized accordingly, the location of the project (including linear features) and its service area on the PFA map needs to be labeled. The map can be immediately printed and then labeled by hand or the user can use the "draw" tool to identify the project location prior to printing – see instructions for both options below. (Please note: The printing function may not work in Internet Explorer unless you have at least version 10.)

<u>To print map for labeling by hand:</u>
To print, enable popups and press the Print button at the top of the mapping screen. The button read "Printing" for about 40 seconds; when the button changes to "Printout," press it to download a PDF of the map which will open up in a new tab for you to print. In the PDF document, click the Printer Icon, select "Landscape" as the orientation, then click "Print." Once the map is printed, mark the location of the project (including linear features) and its service area on the PFA map. Make sure to outline the entire area(s) the application is referencing. If the project area can be identified by a particular point/address, place a marker at the location and denote the full street address.

To use the draw tool:
Press the Draw button at the top of the mapping screen, which will give you a choice of ways to mark the map. Use "point" to make a mark at a specific project location, where applicable (e.g., a WWTP or drinking water reservoir). Select "line" to draw a single line to mark a linear reference or to draw/connect a series of lines to outline the entire project area, including its service area. Once completed, follow the printing instructions in "To Print Map for Labeling by Hand" above.

To locate designated Sustainable Community Areas: Go to Approved Sustainable Communities. Print a copy of the Sustainable Communities list and highlight the community where the project is located.

To locate registered Sustainable Maryland Certified municipalities: Go to Sustainable Maryland. On the map of participating communities, click on the colored pin marking the Sustainable Maryland Certified municipality that corresponds with the project location. In the text bubble that opens, click on "View Detail," which will open a fact sheet in a new webpage. Print the fact sheet.

To locate Base Realignment and Closure (BRAC) Zones: Go to BRAC Revitalization and Incentive Zone Program. Print a copy of the State of Maryland BRAC Zones map. Mark the BRAC zone that corresponds with the project location.

To locate Department of Housing and Community Development Designated Neighborhoods or a designated Main Street/Maple Street: To locate Department of Housing and Community Development Designated Neighborhoods: Go to Maryland Department of Housing and Community Development (DHCD) web site. Print a copy of the Main Street Communities list and highlight the community where the project is located.

To locate Maryland Environmental Benefits Districts: Go to Maryland Environmental Benefits Districts to review the posted fact sheets, paying attention to the geographical boundaries specified. Print the fact sheet that corresponds with the project location.