

Water Sector Program – Round 2

Division of Administration

Office of Community Development – Local Government Assistance

Louisiana Office of Facility Planning and Control



AGENDA

- Source of funds
- Water Sector Program guidelines
- Application submittal process
- Application forms



GENERAL PRESENTATION INFORMATION

Webinar is being recorded and will be posted on our website as well as the online application website.

Questions can be entered into the Q & A.

Written questions should be emailed to wspinfo@la.gov.

FAQs will be posted on the WSP online portal. These will be updated as needed throughout the application process.

WATER SECTOR PROGRAM - GUIDANCE

Federal Guidance

- US Department of Treasury requirements pursuant to American Rescue Plan Act, 31 CFR Part 35
- Final Rule published in the Federal Register, Volume 87, Number 18, pages 4338-4454.
- FAQs located on US Treasury's website at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

State Guidance

- Act 410 of the 2021 Regular Session of the Louisiana Legislature
- SB 48 of the 2022 Regular Session of the Louisiana Legislature
- Act 167 of the 2022 Regular Session of the Louisiana Legislature
- Act 199 of the 2022 Regular Session of the Louisiana Legislature
- Water Sector Commission approved guidelines for Round 2

IMPORTANT DATES



- June 8, 2022 – OCD-LGA conducts webinar to discuss requirements to use federal funds to procure professional services at 1pm.
- June 15, 22, and 29, 2022 – Weekly virtual Q&A sessions at 1pm.
- June 16, 2022 – OCD-LGA conducts webinar to discuss Water Sector Program - Round 2 guidelines and application process.
- July 15, 2022 to August 31, 2022 – Water Sector Program online portal open for applications.
- September 1, 2022 to October 28, 2022 – Working panel reviews submitted applications and prepares funding recommendations for Water Sector Commission.
- November 2022 – Water Sector Commission approves funding recommendations to submit to Joint Legislative Committee on the Budget.
- November 2022 – Joint Legislative Committee on the Budget approves recommendations from Water Sector Commission.
- December 31, 2024 – All funds must be obligated by this date
- December 31, 2026 – All funds must be expended by this date

ELIGIBLE APPLICANTS

- Public community water system – System for the provision to the public of water for potable water purposes through pipes or other constructed conveyances, if such system has at least 15 service connections or regularly serves an average of at least 25 individuals daily at least 60 days out of the year (LAC 51:XII).
- Community sewerage system – System which serves multiple connections and consists of a collection and/or pumping/transport system and treatment facility (LAC 51:XIII)
- All applicants are required to have a Unique Entity Identifier (UEI) and be actively registered in www.sam.gov .

AMOUNT OF FUNDS AVAILABLE

Louisiana Legislature allocated \$450 million of the ARPA State Fiscal Recovery Funds.



GRANT FUNDING CAP

A maximum of \$5 million will be allowed per application with the following exceptions:

- Projects involving a consolidation of systems can aggregate based on \$5 million cap for each system involved in the project.
- If an exception to the cap is approved by the Commission and JLCB.





ELIGIBLE ACTIVITIES

Guidance has aligned the use of these funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's (EPA) Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).

The following are types of projects that are eligible under this program:

- Improvements to enable systems to comply with drinking water regulations.
- Infrastructure capital improvements, including the installation and replacement of failing treatment and distribution systems.
- Consolidation of existing drinking water systems.
- Construct, improve, and repair wastewater treatment plants.
- Control non-point sources of pollution.
- Improve resilience of infrastructure to severe weather events.
- Create green infrastructure.
- Protect waterbodies from pollution.

INELIGIBLE ACTIVITIES

- Development of new systems for new housing construction or developments.
- Improvements to eligible water/sewer systems owned by federal agencies.
- Improvements to eligible water/sewer systems to foster growth.
- Refinancing debt of eligible water/sewer systems.



ADDITIONAL PROGRAM REQUIREMENTS (NOT ALL INCLUSIVE)

- All applicants must have UEI number registered in www.SAM.gov .
- Applicants seeking fees for design professionals must have procured professionals in accordance with federal regulations.
- Any acquisition of real property (including rights of ways/easements) must be in compliance with the Uniform Relocation Act.



APPLICATION PROCESS

- Applications will be submitted via the online portal.
- Water applications will be reviewed by LDH.
- Sewer applications will be reviewed by DEQ.
- Applications will be scored based on documentation submitted and data available to reviewing agency. No additional information or documents can be submitted to the review panel unless requested by a member of the review panel.
- Late applications will not be accepted.
- No additional information or documents can be submitted to the working panel unless requested by a member of the working panel.





RECOMMENDATION AND AWARD PROCESS

Funding recommendations will be provided to the Water Sector Commission in the following separate tiers based on the population of the water or sewer system:

- Less than 3,300
- 3,301 – 10,000
- Greater than 10,000

The population of a water or sewer system is determined by multiplying 3 times the number of active services connections. On a case by case basis, population can also be determined using census data (i.e. when a system does not service customers outside the corporate limits of the municipality).

Each list will include scoring criteria and total score for each applicant. OCD will denote applicants that are seeking a waiver of the match requirement and include documentation supporting the request.

MATCH REQUIREMENTS

A 25% match is required for all proposed projects.

All grantees will be required to pay for all engineering fees, including resident inspection fees, unless approved for a waiver of the match requirement.

Applicants may request a waiver or reduction of the match requirement in the online portal.

Final recommendations regarding a waiver or reduction of this requirement will be made by the Commission to the JLBC.





ROUND 1 GRANTEES

Systems that received funding in Round 1 of the Water Sector Program will not be eligible to receive funding in Round 2 except for the following:

- A consolidation project that is including additional systems not included in Round 1 approved application.
- The project received funding for the amount or a portion of the amount contained in Act No. 485 of the 2021 Regular Session of the Legislature and did not submit an application for the first round or did not receive the full grant amount requested in the first round.

APPLICATION SCORING CRITERIA – 115 points

- Project Severity and Needs – Up to 40 points
- Consolidation – Up to 20 points
- Resiliency – Up to 10 points
- Sustainability – Up to 15 points
- Ready to Proceed – Up to 15 points
- Increased Local Cost Share – Up to 15 points



Sewer

Project Severity – Up to 40 points

- The existence of conditions in violation of Federal Safe Drinking Water Act (SDWA) and provisions of the State Sanitary Code that most directly protect public health and the adequacy of the proposed improvements to eliminate such conditions. Compliance with federal and state laws and regulations will be considered.
- Verification of existing conditions based on records or previously conducted field investigations.
- A lower score could result due to the submittal of incomplete or inaccurate information.





Sewer

Project Severity – Up to 40 points

The following will be considered, but not limited to, in this scoring criteria:

- Economic characteristics of the system area.
- System inclusion on DEQ's Significant Non Compliance List.
- System receipt of Compliance Orders/Notices and/or unsatisfactory inspections.
- Lack of opportunity to consolidate with other systems.
- Water quality of facility receiving stream.
- Cost efficiency of the project.

Sewer

Consolidation – Up to 20 points



- Consolidation of two (or more) existing water/sewer systems into one larger system.
- Responsible consolidated system must own, operate and maintain all other systems post consolidation.
- Score is calculated in consideration of the average daily flow of outfalls eliminated.



Sewer Resiliency – Up to 10 points

- Completion of a resiliency plan including local standards or guidelines that can be applied to sewer systems and increase resilience of the system.
- Resiliency plans should include extreme weather events and the effect of water and wind damage to critical infrastructure as well as what must be done during and after an extreme weather event to maintain operating capabilities of critical infrastructure.
- Inclusion of items identified in risk assessment/resiliency plan in cost estimate to increase resilience.

Sewer

Sustainability – Up to 15 points

- Technical Capacity – refers to the infrastructure of the system, technical ability of the system personnel to implement and operate the project, analysis of alternatives including but not limited to consolidation
- Managerial Capacity – refers to management structure of the system, including ownership, accountability, staffing, and organization
- Financial Capacity – refers to financial resources of system including revenue sufficiency, credit worthiness, fiscal controls, and a financial strategy reflecting the full lifecycle costs and adequate revenues to ensure the system is sufficiently funded, maintained, and replaced as needed



Sewer

Ready to Proceed – Up to 15 points

- 10 points for completed P&S in accordance with CWSRF Guidance:
<https://www.deq.louisiana.gov/page/clean-water-state-revolving-fund-forms>
- 5 points for completed PER in accordance with CWSRF Guidance:
<https://www.deq.louisiana.gov/page/clean-water-state-revolving-fund-forms>



ARE YOU
READY?

Sewer

Increased Local Cost Share – Up to 15 points

Points will be awarded for those applicants willing to provide local funds in excess of the 25% required match as follows:

- 26-30% local match – 3 points
- 31-40% local match – 6 points
- 41-50% local match – 9 points
- 51-75% local match – 12 points
- 76+% local match – 15 points





Sewer

Increased Local Cost Share – Up to 15 points

State funds are not included as other funds in the match calculation. Other funds can be local, private, or federal funds. The match is calculated based on the following equation:

- $\frac{\text{Amount of other funds used for project}}{\text{Amount of Water Sector funds requested}} \times 100 = \text{Percentage of Local Match}$



Water

Project Severity – Up to 40 points

- Project Severity is the existence of conditions in violation of Federal Safe Drinking Water Act (SDWA) and provisions of the State Sanitary Code that most directly protect public health and the adequacy of the proposed improvements to eliminate such conditions. Compliance with federal and state laws and regulations will be considered.
- Provide a list of existing violations and issues to assist in the evaluation of the existing condition of the system. Any available documentation that supports the severity of the existing issues. For example, personal statements from residents on the system, news articles, social media posts, etc.
- Provide an explanation as to how the proposed improvements will address the existing violations and issues of the system.
- Verification of existing conditions based on records or previously conducted field investigations.
- A lower score could result due to the submittal of incomplete or inaccurate information.

Water

Project Severity – Up to 40 points

The following will be considered, but not limited to, in this scoring criteria:

- Compliance with State and Federal laws and regulations.
 - Issues that directly or potentially affect public health.
- Secondary contaminants.
- Inclusion of unserved areas.



Water

Consolidation – Up to 20 points

- Consolidation of two (or more) existing water/sewer systems into one larger system.
- Responsible consolidated system must own, operate and maintain all other systems post consolidation.
- Purchase only systems or bulk sale systems are not considered a consolidation.
- Applicant should include a discussion of the options for consolidation of the system with neighboring systems in order to result in a more sustainable, resilient system.
- Any agreements for consolidation that are in place or currently being executed should be uploaded with the application.





Water Resiliency – Up to 10 points

- Completion of a resiliency plan (risk assessment and emergency response plan) including local standards or guidelines that can be applied to water systems and increase resilience of the system.
- Resiliency plans should include extreme weather events and the effect of water and wind damage to critical infrastructure as well as what must be done during and after an extreme weather event to maintain operating capabilities of critical infrastructure.
- Inclusion of items identified in risk assessment/resiliency plan in cost estimate to increase resilience.
- State sanitary code requires systems have a standby power system, status of compliance with this code must be included in the application.
- Systems required to complete a risk and resilience assessment and develop an emergency response plan due to Section 2013 of America's Water Infrastructure Act (AWIA) of 2018 should upload the plan into the application portal.

Water

Sustainability – Up to 15 points



- Technical Capacity – refers to the infrastructure of the system, technical ability of the system personnel to implement and operate the project, analysis of alternatives including but not limited to consolidation.
- Managerial Capacity – refers to management structure of the system, including ownership, accountability, staffing, and organization.
- Financial Capacity – refers to financial resources of system including revenue sufficiency, credit worthiness, fiscal controls, and a financial strategy reflecting the full lifecycle costs and adequate revenues to ensure the system is sufficiently funded, maintained, and replaced as needed.
- Resources for capacity development can be found at <https://www.epa.gov/dwcapacity> .

Water

Ready to Proceed – Up to 15 points

- Points will be awarded if agreements (engineering, consolidation, etc.) are executed, an engineering report is complete (System Improvement Plan, Preliminary Engineering Report, etc.) and/or plans and specifications are complete.
- Any completed documents should be included in the portal.



Water

Increased Local Cost Share – Up to 15 points

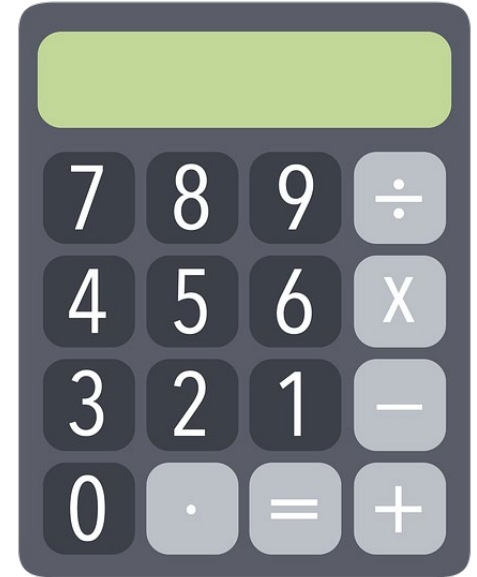
Points will be awarded for those applicants willing to provide local funds in excess of the 25% required match as follows:

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- 31-40% local match – 6 points
- 41-50% local match – 9 points
- 51-75% local match – 12 points
- 76+% local match – 15 points



Water

Increased Local Cost Share – Up to 15 points



State funds are not included as other funds in the match calculation. Other funds can be local, private, or federal funds. The match is calculated based on the following equation:

- $\frac{\text{Amount of other funds used for project}}{\text{Amount of Water Sector funds requested}} \times 100 = \text{Percentage of Local Match}$



PROJECT IMPLEMENTATION

If funded, the following grant conditions will be imposed with deadline noted:

- Grant Agreement (two months)
- Authorized Signature Form (two months)
- Electronic Funds Transfer Enrollment Form (two months)
- Request for Vendor Information Form (two months)
- W-9 Form (two months)
- Supplemental Information Page (two months)
- Financial Management Questionnaire (two months)
- Performance Schedule (two months)
- Plans and Specifications (six months)
- Rate Study (six months)
- Acquisition Timeline (two months)
- Contractor Clearance Form (two months)
- Matching Funds Documentation (two months)
- Consolidation Documents (two months)
- Title VI Assurances Form (two months)

Timeline for Application Process

- Online portal will open July 15-August 31, 2022 to receive applications.
- Reviewers cannot provide feedback on applications once the portal is open for applications.
- Working panel will begin reviewing applications on September 1, 2022 and provide funding recommendations to Water Sector Commission by October 28, 2022.





All users must obtain a user id from OCD-LGA

Completed access request forms should be emailed to Traci.Watts@la.gov

User ids will be sent via email to address identified on completed access request form.

Users given access during Round 1 will continue to have access to the portal. There is no need to request access again.



System

- System employee/board member/elected official
- Only has access to system application(s)
- Create, edit, and/or submit application

Consultant

- Administrative consultant/engineer/architect
- May have access to multiple system applications
- A form must be completed for each system for a consultant/engineer/architect to be given access to the system application
- Create and edit application

Water Sector Program User Access Request Form

Access Type: () Creator () Submitter () Consultant/Engineer/Architect

System Name:

System Category: Water Sewer System Type:

LDH Region Number: System FEIN /Tax Id:

PWS ID and/or DEQ Agency Interest Number: System UEI Number:

LaGov Vendor Number: Vendor Registration in progress

A vendor ID is required to receive payment. Please click [here](#) to register.

Name of user: Last 4 SSN:

Title of user:

Parish:

Mailing Address:

User Email Address: User Telephone Number:

Signature of user: Date:

Name of Chief Executive Officer of system (printed):

Title (printed): Date:

Signature of Chief Executive Officer of system:

Instructions to Complete Water Sector Program User Access Request Form

Access Type:	Indicate the type of access being requested. Only a system employee, board member, or elected official can request "Creator" or "Submitter" access. A user with "Creator" access can create and/or edit an application. A user with "Submitter" access can create, edit, and/or submit an application for consideration. Every entity must request and be approved for at least one user to have "Submitter" access in order to submit an application for consideration. A user with "Consultant/Engineer/Architect" access can only create and/or edit an application.
System Name:	Enter the name of the system/entity.
System Category:	Mark "water" or "sewer" to indicate which category of system is involved. If both sewer and water are operated by the entity, then mark both.
System Type:	Choose the appropriate category of system from the drop down box: Tribal, municipal, private-for profit, or private-not for profit.
LDH Region Number:	Enter the LDH region where the system(s) is located.
System FEIN/Tax ID:	Enter the federal tax identification number for the system.
PWS ID and/or DEQ Agency Interest Number:	Enter the PWS ID number(s) for the water system(s) and/or the DEQ Agency Interest Number(s) for the sewer system(s). If the entity requesting access has multiple PWS IDs or DEQ Agency Interest Numbers, you can enter them on the form or attach additional pages. If both sewer and water are marked under system category, then there should be both PWS ID and DEQ Agency Interest Numbers entered here.
System UEI Number	Enter the entity's Unique Entity Identifier. The UEI is a 12-character unique number assigned to all entities (public and private companies, individuals, institutions, or organizations) who must register to do business with the federal government in sam.gov/ .
LaGov Vendor Number:	Enter the LaGov Vendor Number assigned by the State of Louisiana to the entity. If the entity does not have a LaGov Vendor Number, click on the link in the user access form to begin the process to request a number. Also, mark the box indicating "Vendor Registration in progress." For more information regarding LaGov Vendor Numbers, please visit https://www.doa.la.gov/doa/osrap/vendor-information/ .
Name of user:	Enter the first and last name of the person requesting access.
Last 4 SSN:	Enter the last 4 digits of the social security number of the user requesting access.
Title of user:	Enter the title of the user requesting access.
Parish:	Enter the parish(es) where the system(s) is located. If the system(s) is located in more than one parish, enter all applicable parish names.
Mailing Address:	Enter full mailing address for entity including street address, city, and zip code.
User Email Address:	Enter email address of user requesting access. Two different users cannot use the same email address.
User Telephone Number:	Enter the telephone number for the user requesting access.
Signature of user:	The user requesting access must sign the form.
Date:	Enter the date the user signs the form.
Name of Chief Executive Officer of system (printed):	Enter the name of the Chief Executive Officer of the entity. Municipalities should enter the name of the mayor. Parishes should enter the name of the parish president. Private systems should enter the name of the person that has authority to sign contracts or incur debt for the entity.
Title (printed):	Enter the title of the Chief Executive Officer of the entity.
Date:	Enter the date the Chief Executive Officer signs the form.
Signature of Chief Executive Officer of system:	The Chief Executive Officer must sign the form.

Louisiana State and Local Fiscal Recovery Fund

Application Portal For Water Sector Program

Round 2 Update

The Water Sector Commission approved guidelines for Round 2 of the Water Sector Program during the June 2, 2022 meeting. The online portal will be open for application between July 15, 2022 and August 31, 2022. A webinar will be held on June 16, 2022 to discuss the program guidelines and the application process. A webinar to discuss federal requirements in the procurement of professional services, such as engineering services, will be held on June 8, 2022. Weekly question/answer sessions regarding the procurement process will be held at 1:00 pm on June 15, 22, and 29, 2022. Links to these sessions can be found at <https://www.doa.la.gov/doa/ood-lga/american-rescue-plan-act/>.

Welcome to the State of Louisiana's Portal for the Water Sector Program established by Act 410 of the 2021 Regular Session and continued through SB 48 of the 2022 Regular Session. Pursuant to the American Rescue Plan Act of 2021 (ARPA), the State of Louisiana allocated \$300 million to the program for Round 1 and \$450 million for Round 2 of the Water Sector Program from the State's allocation of ARPA funding from the Coronavirus State Fiscal Recovery Fund. The program was established to provide grant funding for repairs, improvements and consolidation of community water and sewer systems around the State.

Please carefully review the documents below prior to beginning the application. Be sure to provide all required documentation within the Portal application prior to submitting for scoring and consideration. Once the application is submitted for review in the portal, no additional information or documents can be submitted unless requested by a member of the working panel.

IMPORTANT: Please pay special attention to posted deadlines in order to be included in the scoring process. No late applications will be accepted.

Grants Awarded

- [HB2 Projects Approved by JLCB in December Meeting](#)
- [Water Sector Program Applicants Approved by JLCB in January Meeting](#)

Round 1

- [Water Sector Program Guideline Guidance Round 1 \(10/11/2021\)](#)
- [Water Sector Program Presentation Round 1](#)
- [FAQs Round 1 \(Revised 10/27/2021\)](#)

Round 2

- [Water Sector Program Guideline Guidance Round 2 \(6/2/2022\)](#)
- [Water Sector Program Presentation Round 2 - Upcoming June 16, 2022](#)
- [List of Items Needed to Complete Application - Round 2](#)
- [Procurement for Professional Services Training and Technical Assistance Training June 8, 2022 at 1:00 pm.](#)
Prior registration not required.
Q&A Sessions offered June 15, June 22, and June 29 from 1:00 pm - 2:00 pm for additional assistance.
Please click [here](#) to join the webinar and Q&A Sessions. **Passcode:** sF14ey
Or Telephone:
US: +1 646 558 8656 or
+1 301 715 8592 or
+1 312 626 6799 or
+1 669 800 9128 or
+1 253 215 8782 or
+1 346 248 7799
Webinar ID: 876 5470 3303 **Passcode:** 579431

Relevant Documents

- [Water Sector Program Portal User Access Form](#)
- [Water Sector Program Portal User Access Form Instructions](#)
- [US Treasury SLFRF Final Rule](#)
- [US Treasury Overview of Final Rule](#)
- [Act 410 of the 2021 Regular Legislative Session](#)

Login

*** This website works best when using Chrome or Firefox. ***

<https://wwwcfprd.doa.la.gov/WaterSector>

Water Sector Program

Please login using your ID

Your ID consists of either a **P**, **H**, or **M** followed by 8 digits.
For example: **P00012345**.

ID

Password

Login

If you have a **P** or **H** number, you can **reset** or **change** your password using the [LEO Password Maintenance Application](#)

If you have an **M** number, you can **reset** or **change** your password using the [WULF Password Maintenance Application](#)

[Home](#)

[Logout](#)

Applications

There are no application for your organization(s).

[\[+\] Add New Water Application](#)

[\[+\] Add New Sewer Application](#)

Application Information

System Name:

Parish:

PGC ID:

System Type:

Application Type:

Project Category:

Number of System Connections:

Population of System:

	Grant Request	Total Project
Tax:	<input type="text" value="1"/>	<input type="text" value="1"/>
Construction:	<input type="text" value="1"/>	<input type="text" value="1"/>
Acquisition:	<input type="text" value="1"/>	<input type="text" value="1"/>
Fee:	<input type="text" value="1"/>	<input type="text" value="1"/>
Total (calculated):	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>

Required Information and Documentation

Water Sector Guidelines - Round 3

Population and Income Impact
 Please provide the current statistics for the area impacted by the project. Use data from the parish where the project is located. If the area of the project encompasses more than one parish, use the data from the parish where most of the system population exists.

Median Income: Population Growth Rate: % Unemployment Percentage: %

Increased Local Cost Share
 Points will be awarded for those applicants willing to provide local funds in excess of the 25% required match. State funds are not included as other funds in the match calculation. Other funds can be local, private, or federal funds. The match is calculated based on the following equation:

$$\frac{\text{Amount of other funds used for project}}{\text{Amount of Water Sector funds requested}} \times 100 = \text{Percentage of Local Match}$$

Is the applicant willing to provide matching funds over 25%? Yes No

Total Maximum Local Match: %

Source of Match:

Match Waiver Requested?

If yes, provide documentation as to why the system cannot provide a 25% match to the total cost of the project.

Name	File	Delete
<input type="text" value=""/>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Delete"/>
<input type="button" value="Add Match Waiver Documentation"/>		

Will Water Sector Program funds be used to pay for professional service fees, such as engineering services or administrative consulting services?

Adopted procurement policy in compliance with 2 CFR Part 200: No attachment No file chosen

Documentation of adoption of procurement policy: No attachment No file chosen

Narrative and documentation of method used to publicize solicitation in effort to procure professional services: No attachment No file chosen

Solicitation package issued in effort to procure professional services: No attachment No file chosen

Scoring of submittals received in response to solicitation: No attachment No file chosen

Ready to Proceed
 Points will be awarded if agreements (engineering, consolidation, etc.) are executed, an engineering report is complete (System Improvement Plan, Preliminary Engineering Report, etc.), and/or plans and specifications are complete. Please attach any related supporting documentation in the space provided.

Name	File	Delete
<input type="text" value=""/>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Delete"/>
<input type="button" value="Add Ready to Proceed Documentation"/>		

Detailed Cost Estimate
 Include a detailed cost estimate prepared, signed, and stamped by a Professional Engineer licensed in the State of Louisiana. The cost estimate shall contain the cost of construction, design fees, and any other project costs. The construction estimate shall be a listing of construction items (in a bid proposal), estimated quantity, unit of measure, unit price, and amount. A maximum of 10 percent is allowed for construction contingencies. All funding sources and uses should be included as well. The amounts on the cost estimate must equal the amounts entered in the General Information section of this application.

No attachment No file chosen

Additional Required Information
 Please download and complete the requested information form (Water - Sewer). Sewer applicants should use the Sewer form link and water applicants should use the Water form link. All sections of the form should be completed. Submittal of incomplete or inaccurate information could result in a lower score.

No attachment No file chosen

Supporting Documentation

Upload any further documentation to support the application.

Name	File	Delete
<input type="text" value=""/>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Delete"/>
<input type="button" value="Add Additional Supporting Documentation"/>		

Comments

Add a comment:

Application Information

System Name:

Application Type: Sewer

Project Category: Choose the entry that best fits your proposed project(s). If more than one choice would apply, choose the entry that most of the project funding will support.

Number of System Connections:

Population of System:

	Grant Request	Total Project
Total:	<input type="text" value="0"/>	<input type="text" value="0"/>
Construction:	<input type="text" value="0"/>	<input type="text" value="0"/>
Acquisition:	<input type="text" value="0"/>	<input type="text" value="0"/>
Fees:	<input type="text" value="0"/>	<input type="text" value="0"/>

Total (calculated):

Required Information and Documentation

Water Sector Guidelines - Round 2

Population and Income Impact

Please provide the current statistics for the area impacted by the project. Use data from the parish where the project is located. If the area of the project encompasses more than one parish, use the data from the parish where most of the system population exists.

Median Income: Population Growth Rate: % Unemployment Percentage: %

Increased Local Cost Share

Points will be awarded for those applicants willing to provide local funds in excess of the 25% required match. State funds are not included as other funds in the match calculation. Other funds can be local, private, or federal funds. The match is calculated based on the following equation:

$$\frac{\text{Amount of other funds used for project}}{\text{Amount of Water Sector funds requested}} \times 100 = \text{Percentage of Local Match}$$

Is the applicant willing to provide matching funds over 25%? Yes No

Total Maximum Local Match: %

Source of Match:

Match Waiver Requested?

If yes, provide documentation as to why the system cannot provide a 25% match to the total cost of the project.

Name	File	Delete
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/>
<input type="button" value="Add Match Waiver Documentation"/>		

Will Water Sector Program funds be used to pay for professional service fees, such as engineering services or administrative consulting services?

Adopted procurement policy in compliance with 2 CFR Part 200: No attachment No file chosen

Documentation of adoption of procurement policy: No attachment No file chosen

Narrative and documentation of method used to publicize solicitation in effort to procure professional services: No attachment No file chosen

Solicitation package issued in effort to procure professional services: No attachment No file chosen

Scoring of submittals received in response to solicitation: No attachment No file chosen

Ready to Proceed

Points will be awarded if agreements (engineering, consolidation, etc.) are executed, an engineering report is complete (System Improvement Plan, Preliminary Engineering Report, etc.), and/or plans and specifications are complete. Please attach any related supporting documentation in the space provided.

Name	File	Delete
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/>
<input type="button" value="Add Ready to Proceed Documentation"/>		

Detailed Cost Estimate

Include a detailed cost estimate prepared, signed, and stamped by a Professional Engineer licensed in the State of Louisiana. The cost estimate shall contain the cost of construction, design fees, and any other project costs. The construction estimate shall be a listing of construction items (as a bid proposal), estimated quantity, unit of measure, unit price, and amount. A maximum of 10 percent is allowed for construction contingencies. All funding sources and uses should be included as well. The amounts on the cost estimate must equal the amounts entered in the General Information section of this application.

No attachment No file chosen

Additional Required Information

Please download and complete the requested information form. ([Form](#)) Sewer applicants should use the Sewer form link and water applicants should use the Water form link. All sections of the forms should be completed. Submittal of incomplete or inaccurate information could result in a lower score.

No attachment No file chosen

Supporting Documentation

Upload any further documentation to support the application.

Name

File

Delete

Choose File

No file chosen

Add Additional Supporting Documentation

Comments

Add a comment:

Save

Save and Submit

Cancel

Water Sector Project - Water Application

Information to Assess Consolidation, Project Severity, Sustainability, and Resiliency

Project Severity

Project Severity is the existence of conditions in violation of Federal Safe Drinking Water Act (SDWA) and provisions of the State Sanitary Code that most directly protect public health and the adequacy of the proposed improvements to eliminate such conditions. Compliance with federal and state laws and regulations will be considered.

Please provide a list of existing violations and issues to assist in the evaluation of the existing condition of the system. Any available documentation that supports the severity of the existing issues, for example, personal statements from residents on the system, news articles, social media posts, etc., should be attached within the Portal for inclusion in the application. Provide an explanation as to how the proposed improvements will address the existing violations and issues of the system.

The following will be considered, but not limited to, in this scoring criteria: Compliance with State and Federal laws and regulations (issues that directly or potentially affect health), Secondary contaminants, and/or Inclusion of unserved areas.

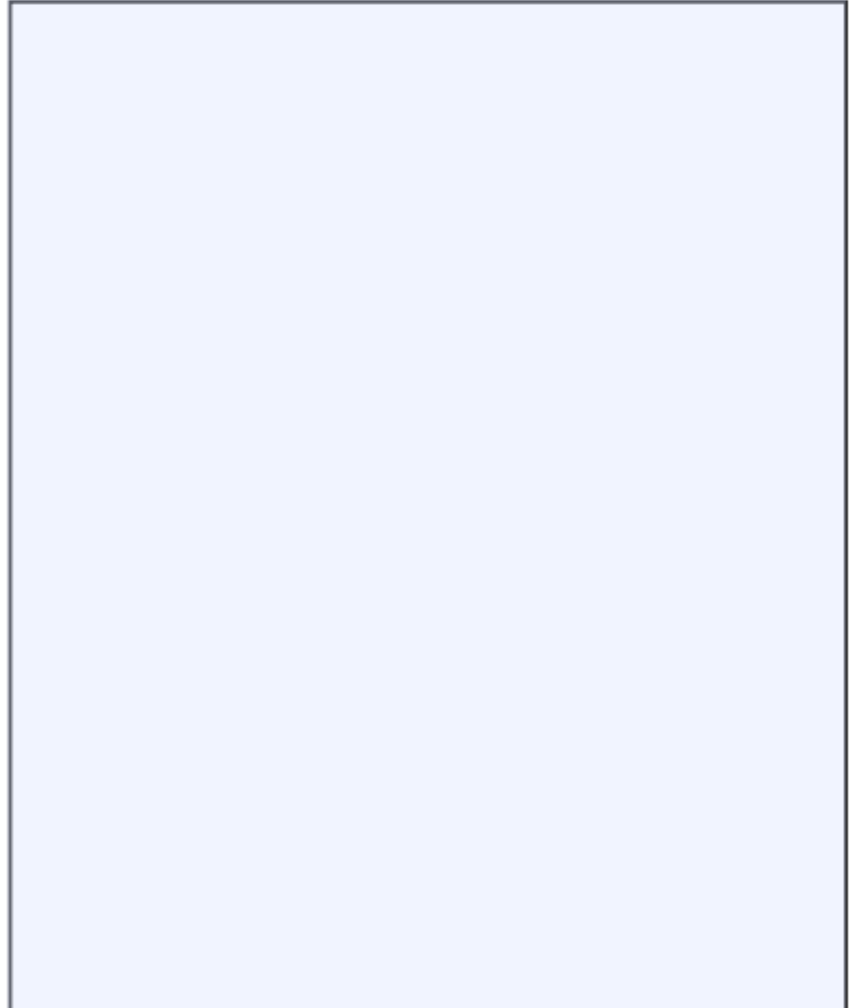


In the space below, provide a concise description of the water system improvements for which funds are being requested. If additional space is needed, please attach additional documentation within the portal and reference to the applicable criteria. The description should include the following:

- Identify the proposed improvements, location of the proposed improvements, current size/capacity of and area served by the system, etc.
- Indicate whether or not the project will require acquisition of easements or rights-of-way and the approximate number of parcels to be acquired.
- Briefly explain the needs to be addressed with the proposed improvements.
- Describe how the project relates to the existing infrastructure. For example, if installing larger transmission lines, can the treatment plant handle the increase?
- Describe how people will benefit from the project and indicate whether there will be direct and/or indirect benefit. Direct benefit is defined as an activity that will take place on private property (such as hook-ups). Provide an estimate of the number of hook-ups, if applicable. This information should correlate with the number and information listed on the Engineer's Cost Estimate.
- Identify the entity that will retain ownership of the system after the completion of the project. Please note that the applicant must retain ownership of the improvements, unless the system is owned by a political subdivision of the applicant; however, a cooperative endeavor agreement

can be executed with another entity regarding operation and maintenance of the proposed improvements.

- Describe the method by which the applicant can ensure that adequate revenues will be available to operate and maintain the proposed project. The description must identify the source and the estimated amount of funds that will be generated for this purpose.
- Describe the physical boundaries of the target area(s) in relation to the beneficiaries of the project.



Consolidation

Please note that a consolidation is defined as the merging of two (or more) existing water systems into one larger system. The larger system must own, operate, and maintain all other systems post consolidation. Purchase only systems or bulk sale systems are not considered a consolidation.

Provide a narrative that includes the following:

- A discussion of options for consolidation of your system with neighboring systems in order to result in a more sustainable, resilient system.

- What factors have been considered and the determinations made?

- List the systems considered for consolidation and any personnel at these systems contacted.

- List any agreements for consolidation that are in place or currently being executed. Upload the documents in the supporting documentation section.

Resiliency

Section 2013 of America's Water Infrastructure Act (AWIA) of 2018 requires community potable water systems that serve more than 3,300 people to complete a risk and resilience assessment and develop an emergency response plan. If the system was required to complete the assessment, upload a copy in the supporting documentatin section.

With broad agreement that spending on resilience protection is an investment, infrastructure owners must first identify and prioritize their critical assets and essential functions. This is crucial to ensuring the limited resources are being spent to protect the highest priority assets and processes. Priorities must also include the most probable scenarios that will occur and affect critical infrastructure. In Louisiana, resiliency plans should include extreme weather events and the effect of water and wind damage to critical infrastructure. The resiliency plan should also consider what must be done during and after an extreme weather event to maintain operating capabilities of critical infrastructure.

The resiliency plan should include the following at a minimum:
Components of the resiliency plan that will be addressed in the proposed project must be separated and clearly identified in the cost estimate. Please upload a complete copy of the required plan in the Portal.

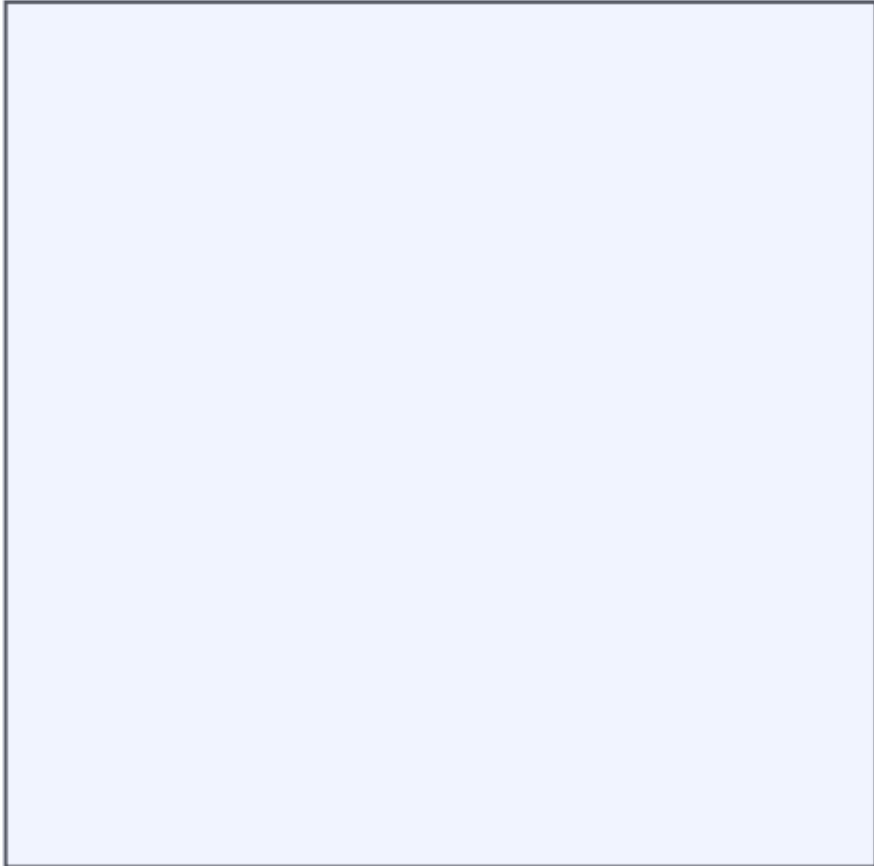
In the space provided, please indicate the key components of the required plan including:

- A list of improvements to the infrastructure.
- The effects of extreme weather that will be offset due to the implementation of the resiliency plan.
- A list of any historical information where extreme weather has been detrimental to the infrastructure or where extreme weather has damaged operating capabilities of the infrastructure.

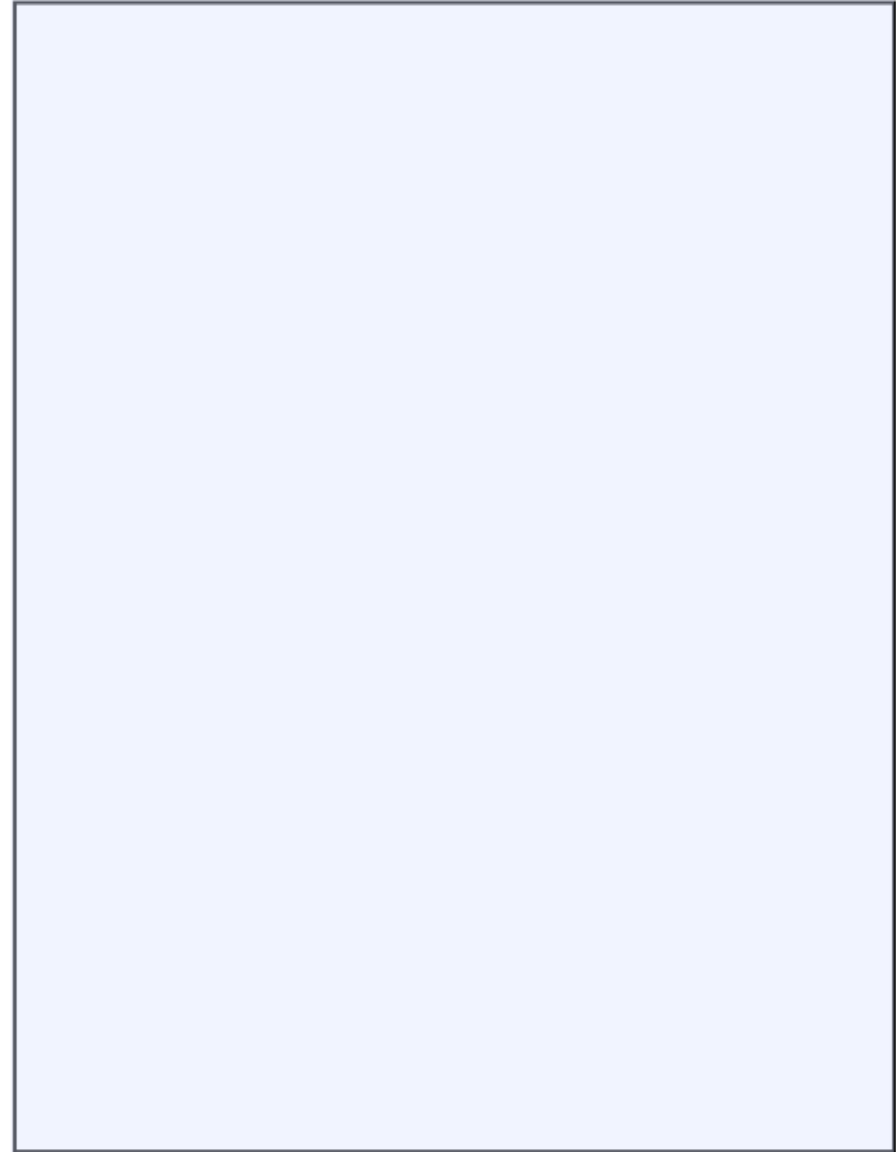
Sustainability

Sustainable water systems should provide adequate water quantity and appropriate water quality for a given need, without compromising the future ability to provide this capacity and quality. Technical, managerial, and financial capacity is necessary to achieve and maintain long-term sustainability and compliance with regulations. Please complete the requested narratives in the space below. If additional space is required, please upload document to the Portal and reference to the related criteria.

- *Technical Capacity* – Include a narrative addressing the factors described below for water systems. Refers to the infrastructure of a water system, including but not limited to, the source water adequacy (source, treatment, storage, and distribution) and the ability of the system personnel to implement the requisite technical knowledge.



- *Managerial Capacity* - Include a narrative addressing the factors described below for water and sewer systems. Refers to the management structure of the water or wastewater system, including but not limited to, ownership accountability, staffing and organization (including recruitment and retention of certified operators), and effective external linkages.



- *Financial Capacity* - Include a narrative addressing the factors described below for water systems. Refers to the financial resources of the water system, including but not limited to, the revenue sufficiency, credit worthiness, and fiscal controls. If necessary, the system should develop a financial strategy reflecting the full lifecycle costs and adequate revenues to ensure the system is sufficiently funded, maintained, and replaced over time.

A large, empty rectangular box with a light blue background and a black border, intended for a narrative response.

Online Portal Demonstration



RESOURCES

OCD – LGA Website

<https://www.doa.la.gov/doa/ocd-lga/american-rescue-plan-act/>

US Treasury – Coronavirus State and Local Fiscal Recovery Funds

<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>

Water Sector Program Online Application Portal

<https://wwwcfprd.doa.louisiana.gov/WaterSector/>



Questions

Submit written questions to wspinfo@la.gov

Contact Information

- **OCD – LGA**

- Traci Watts, Director traci.watts@la.gov 225-342-0148
- Heather Paul, Assistant Director heather.paul@la.gov 225-342-7418
- Gwen Scott, OCD-LGA staff gwen.scott@la.gov 225-342-7412
- Kristi Kron, OCD-LGA staff kristi.kron@la.gov 225-342-7412

- **LDH – Office of Public Health**

- Amanda Ames, Chief Engineer amanda.ames@la.gov 225-342-8138
- Blake Fogleman, Infrastructure Engineer blake.fogleman@la.gov 225-342-1127

- **DEQ – Water Planning and Assessment**

- Jonathan McFarland, Administrator jonathan.mcfarland@la.gov 225-219-3956



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