

An excerpt from the State Water Planning Process Document

3.5 Drinking Water Project Self-Assessment

3.8.1 *State Water Plan Drinking Water Project Self-Assessment
Questionnaire*

3.5 Drinking Water Project Self-Assessment

Sponsors of drinking water projects must complete the “Drinking Water Project Eligibility and Priority List Self-Assessment” questionnaire in the State Water Plan application. The questionnaire is used to determine eligibility and priority points for the Drinking Water SRF program. **All drinking water projects must complete the assessment regardless of the funding proposed in the State Water Plan Application.**

The engineering report must support the responses on the self-assessment. Supporting documentation must be included if a “yes” response is given for questions regarding violations of drinking water standards (items 1, 4, and 5 in the priority point section).

3.8.1

**State Water Plan
Drinking Water Project
Eligibility and Priority Point Self-Assessment**

The engineering report must support all responses on this assessment.

Eligibility Assessment

Yes No

- | | | | |
|----|--|-------|-------|
| 1. | Is the project intended <u>mainly</u> for fire protection? | _____ | _____ |
| 2. | Is the project <u>primarily</u> intended to serve future growth?
<i>Note: providing service to existing homes or businesses not currently served is not considered future growth.</i> | _____ | _____ |

If the answer to either question is “yes” the project may not be eligible for an SRF loan. Contact the department for more information.

Priority Point Assessment

- | | | | |
|----|--|-------|----------------|
| 1. | If the water system has experienced either situation described below in the past three years, will this project correct the deficiency? If so, indicate which situation applies. | _____ | _____ |
| A. | occurrences of nitrates, fecal coliform, or E. coli bacteria that have exceeded the allowable limits as defined in ARSD 74:04:12; | _____ | _____ |
| B. | occurrences of chronic primary drinking water contaminants that have exceeded the allowable limits as defined in ARSD 74:04:12 or the system is in violation of a treatment technique. | _____ | _____ |
| 2. | Please provide the monthly user rate expected as a result of this project (based on 5,000 gallons for municipalities and sanitary districts and 7,000 gallons for other systems). | _____ | (Monthly Rate) |
| 3. | If the project will regionalize facilities, indicate which of the following best describes the project: | | |
| A. | consolidation of a municipality or sanitary district treatment, supply, and distribution system with another community water system, and the consolidation is cost effective; | _____ | _____ |
| B. | consolidation of a municipality or sanitary district treatment system with another community water system, and the consolidation is cost effective; | _____ | _____ |
| C. | expansion of the service area of a community water system that is not operated by a municipality or sanitary district to provide water to 25 or more new residences; or | _____ | _____ |
| D. | expansion of the service area of a community water system that is not operated by a municipality or sanitary district to provide water to less than 25 new residences. | _____ | _____ |

Applicant: _____

Project Title: _____

	Yes	No
4. If the water system has experienced occurrences of secondary drinking water contaminants that have exceeded the guidelines in the past three years, will this project address the suspected cause of these occurrences? Indicate all contaminants that have been exceeded. The specific contaminants and the maximum contaminant level are:		
chloride	250 mg/L	_____
color	15 color units	_____
fluoride	2.0 mg/L	_____
foaming agents	0.5 mg/L	_____
iron	0.3 mg/L	_____
manganese	0.05 mg/L	_____
odor	3 threshold odor number	_____
pH	range: 6.5 to 8.5	_____
silver	0.1 mg/L	_____
sulfate	250 mg/L	_____
total dissolved solids	500 mg/L	_____
zinc	5 mg/L	_____
5. In the past three years has the water system experienced occurrences of total coliform that have exceeded the allowable limits, and will this project address the suspected cause of these occurrences?	_____	_____
6. The project is a rehabilitation of contaminated drinking water sources or development of new sources to replace contaminated sources.	_____	_____
7. The project is needed to develop sources due to inadequate supply.	_____	_____
8. The location of the applicant's primary source of water is within the boundaries of an established wellhead or source water protection area.	_____	_____
9. The project will replace transmission lines for the following reasons (indicate all that apply):		
A. removal of lead piping	_____	_____
B. decrease water loss volume by 10% or more	_____	_____
C. looping of lines to improve water quality	_____	_____
D. lines are 50 years old or older	_____	_____
10. The project will construct storage for a system with capacity less than a peak day's demand or is needed to address low pressure problems. Low pressure is defined as less than 20 pounds per square inch.	_____	_____
11. The project will construct, upgrade, or replace a water treatment plant or its components to assure compliance with upcoming or existing regulations.	_____	_____
12. Population - For a project sponsored by a community or sanitary district, provide the population of the community as reported in the 2000 census. For regional systems, please provide the population of the area, based on the 2000 census, to benefit from the project.	_____	(Population)

Applicant: _____

Project Title: _____

3.9 Application Instructions

Applicant. Name and mailing address of the entity sponsoring the project.

Federal Employer Identification No. Provide the federal employer identification number of the entity sponsoring the project.

Project Title/Description. Provide a one line title and a paragraph describing the project. Be specific, providing the feet or miles of pipe to be constructed, replaced or repaired; treatment process being utilized; gallon capacity of storage tanks; cubic yards of sediment to be removed; linear feet of shoreline to be stabilized; and so forth. **Include the current monthly utility rate.** If the rate is not a flat rate, compute the monthly water and wastewater rate at 5,000 gallons for municipalities and sanitary districts and at 7,000 gallons for all other systems. Additionally, indicate whether a reserve fund has been established for the utility benefiting from the project.

Proposed Funding Package. Include the amount and type of anticipated funding, the amount of local funds being provided as match, including public or private direct contributions, loans, federal funds, and water development district grants.

Enter the total amount on the last line. Enter project funding as anticipated for the total project even if the project and funding will be phased.

Applicant Certification. This section is to be read and dated by an official of the sponsoring entity who has been authorized by resolution of the governing body to submit the application.

Application Prepared By. Identify the individual and entity that helped prepare the application. Provide the contact information in case questions arise about the application. Also identify the engineer or consultant responsible for any preliminary design, watershed assessment, project implementation plan, and cost estimates.

Drinking Water Self Assessment: **Only Drinking Water Systems must complete the self-assessment form.** Complete the self-assessment and provide the applicant's name and the project title at the bottom of each page. Attach supporting documentation for any "yes" responses to questions regarding violations of drinking water standards (items 1, 4, and 5 in the priority point assessment section).

3.10 Preliminary Engineering Design, Project Implementation Plan, and Cost Estimates

Attach a preliminary engineering report, watershed assessment, or project implementation plan which outlines the project and its cost estimate. Outlines of the information required in the preliminary engineering report and project implementation plan are given in following sections.

The facilities plan required with an SRF loan application satisfies this requirement and avoids duplication later.

3.10.1 Preliminary Engineering Report Requirements

- I. Introduction
 - A. Background Information
 - B. Purpose/Scope of Report
- II. Need for Project
 - A. Health and Safety Issues
 - B. Condition/Adequacy of Existing System
- III. Description of Proposed System
 - A. Map
 - B. Land Requirements
- IV. Design Parameters
 - A. Identify Planning/Service Area (including planned development)
 - B. Expected Usage
 1. Include I/I for wastewater projects
 2. Include water loss for water projects
 - C. Population Trend
 - D. Design Period
- V. Cost Estimates
 - A. Itemized Break-out of Construction Costs
 - B. Other Costs
 1. Engineering
 2. Administration
 3. Land Acquisition/Easements
 4. Legal
 5. Other
 - C. Annual O&M Costs
 - D. User Rate Impacts
- VI. Other Alternatives Considered
- VII. Implementation Schedule

3.10.2 Project Implementation Plan Requirements

For complete guidance on the required Project Implementation Plan visit:

<http://www.state.sd.us/denr/DFTA/WatershedProtection/319.htm>

- I Summary Sheet
- II Statement of Need
 - A Project need - water quality problem(s) and priority.
 - B Waterbody and aquatic habitat description.
 - C Maps –watershed, sampling sites and sources of NPS pollution.
 - D Topography, land ownership/use, precipitation, geology.
 - E Define the quality problem.
- III Project Description
 - A Project Goal, objectives, tasks and products
 - B Milestone table with outputs, quantities and timing of each output,
 - C Environmental permits required to conduct the project.
 - D Why the sponsor is the appropriate entity to implement the project.
 - E Plans and responsibilities for BMPs operation and maintenance.
- IV Coordination Plan
 - A Sponsor and project partner responsibilities, roles and commitments.
 - B Local support and letters of commitment.
 - C Coordination with other 319 programs and projects.
 - D Similar activities taking place in the watershed.
- V Evaluation and Monitoring Plan
 - A EPA-approved Quality Assurance Project Plan (QAPP)
 - B Monitoring strategy
 - C How and when data will be stored, managed and reported.
 - D Models used.
 - E Funding for the operation and maintenance (O&M) of BMPs.
- VI Budget
 - A Budget identifying the sources and uses project year.
- VII Public Involvement
 - A How public involvement will be encouraged
- VIII Threatened and Endangered Species
 - A Threatened and Endangered Species in the project area