



Grant Proposal Requirements

The following general information is required as part of a complete grant proposal. Grant proposals may contain one project award type per water infrastructure type for each water infrastructure (utility) system. All eligible grant applicants, at a maximum, can only submit one collaborative proposal and one non-collaborative proposal.

- A. Designated grant applicant
 - 1) Identification of all water infrastructure systems within the grant applicant's jurisdiction or that serve citizens within the grant applicant's jurisdiction
 - 2) Identification of all partners party to the grant proposal, and
 - 3) Letters of support and commitment of funds from all entities identified in (2)
- B. Brief narrative of the overall proposal, including:
 - 1) How the proposal addresses state goals and priorities
 - 0. Critical Needs
 - 1. Additional Priority Areas
 - 2) Project award type(s)
 - 3) Project name(s), and
 - 4) If the proposal is collaborative, a distribution of responsibilities for each subrecipient and project owner
- C. Proposal timeline including the start and completion dates of all individual projects D. Overall grant budget, including:
 - 1) Distribution of funds for each subrecipient and project owner, if collaborative
 - 2) Total administrative expenses, and
 - 3) Budget for each individual project
- D. Co-funding requirements

For examples of proposal narrative please refer to Appendix A



Technical Information

Standard Projects

Standard Projects are those that are complex in nature and require a detailed technical review. Projects like regionalization, new or expanded treatment plants, decentralized stormwater management, or large-scale stream restoration projects are examples of standard projects needing additional technical review.

The following information should be submitted as part of a complete application for standard projects.

- A. How the project award type addresses state goals and priorities
 - 1) Scorecard summaries identifying Critical Needs
 - 2) Additional Priority Areas
- B. Project information
 - 1) Description of each individual project
 - 2) Detailed individual project budget(s)
 - 3) Scorecard summary for each system
 - 4) Maps of project areas
 - 5) Detailed schedule for individual projects which must include “on or before” dates for all required deliverables
 - 6) List of required permits (as needed)
 - 7) Site certification or letter in lieu of for each individual project (as needed)

For a complete checklist of technical information required for standard projects by project award type, see Appendix B.



Streamlined Construction Projects

Streamlined Construction Projects are those projects that only address critical needs identified in the Scorecard summary. Proposals can fund ongoing, approved elements of a CAP, construction focused on rehabilitation of distribution or collection lines, or replacement of aging equipment at the facility. These actions are limited to activities that can be permitted through a general ARAP and Construction General Permit (CGP) or need no ARAP or CGP. The proposed activity must not require a modification to an existing national pollutant discharge and elimination system (NPDES), state operating permit, or water withdrawal ARAP.

The following information should be submitted as part of a complete application for *Streamlined Construction Projects*.

- A. How the project award type addresses state goals and priorities
 - 1) Scorecard summaries identifying Critical Needs
 - 2) Additional Priority Areas
- B. Project information
 - 1) Description of each individual project
 - 2) Detailed individual project budget(s)
 - 3) Scorecard summary for each system
 - 4) Maps of project areas
 - 5) Detailed schedule for each individual project
 - i. Verification of a comprehensive asset management plan i. Capital Improvement Plan submittal
 - ii. Final Scorecard Summary
 - iii. Projected start of construction
 - iv. Initiate operation on or before date
 - v. Operation and maintenance manual on or before date (if applicable)
 - vi. Complete construction on or before date
- C. Enforcement and Compliance CAP/ER and approved CAP/ER documents, including plans and specifications and a construction budget and schedule if applicable.