

Water Sector Program – Phase 2

Division of Administration

Office of Community Development – Local Government Assistance



AGENDA

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



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 traci.watts@la.gov.

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

WATER SECTOR PROGRAM – Phase 2 Guidance

State Guidance

- Act 410 of the 2021 Regular Session of the Louisiana Legislature
- Act 497 of the 2024 Regular Session of the Louisiana Legislature
- Water Sector Commission approved guidelines for Water Sector Program – Phase 2

IMPORTANT DATES



- **October 21, 2024** – OCD-LGA conducts webinar to discuss Water Sector Program - Phase 2 guidelines and application process.
- **October 28, 2024 – December 12, 2024** – Water Sector Program online portal opens for applications at 7:30 am on October 28th and closes at 4:30 pm on December 12th.
- **December 13, 2024 – January 27, 2025** – Working panel reviews submitted applications and prepares funding recommendations for Water Sector Commission.
- **February, 2025** – Water Sector Commission approves funding recommendations to submit to Joint Legislative Committee on the Budget.
- **February, 2025** – Joint Legislative Committee on the Budget approves recommendations from Water Sector Commission.

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).

INELIGIBLE APPLICANTS

- For-profit public water systems and/or community sewerage systems.
- Any water or sewer system that received funding in the WSP – Rounds 1 or 2 with the following exceptions:
 - Systems funded under WSP – Rounds 1 or 2 may apply to consolidate one or more systems; or
 - Systems funded in WSP – Round 1 as a result of a Capital Outlay application and did not receive funding for the same system during WSP – Rounds 1 or 2.

AMOUNT OF FUNDS AVAILABLE

Louisiana Legislature allocated \$70 million of State Funds for WSP-Phase 2 grants.

Louisiana Legislature allocated \$5 million of State Funds for WSP-Phase 2 Emergency Subfund.



GRANT FUNDING CAP

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

- Projects involving a consolidation of systems can apply for up to \$5 million for the first system and \$2.5 million for each additional system included in the application, up to a maximum of \$10 million.
- If an exception to the cap is approved by the Commission and JLCB.





ELIGIBLE ACTIVITIES

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.
- Improvements to for profit public water systems.
- Improvements to for profit community sewerage systems.
- Refinancing debt of eligible water/sewer systems.



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, and
- 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.

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 JLCB.

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:



Total Project Amount	X	% Match Committed	=	Amount of Match Funds from System
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APPLICATION SCORING CRITERIA – 140 points

- Project Severity and Needs – Up to 50 points
- Consolidation – Up to 20 points
- Resiliency – Up to 10 points
- Sustainability – Up to 15 points
- Ready to Proceed – Up to 20 points
- Match Documentation – Up to 10 points
- Increased Local Cost Share – Up to 15 points



Sewer

Project Severity – Up to 50 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 50 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 20 points



ARE YOU
READY?

- Five points will be awarded if agreements (engineering, consolidation, etc.) are executed or an engineering report is complete (System Improvement Plan, Preliminary Engineering Report, etc.).
- Five points will be awarded if plans and specifications are complete and ready to submit to LDH for permitting.
- Five points will be awarded if the LDH permit for construction has been issued for all projects involved in the application.
- Five points will be awarded if all acquisition required is complete.
- Only partial points will be awarded if plans, agreements, reports, etc. do not cover all portions of the proposed project.

Sewer

Match Documentation – Up to 10 points

Points will be awarded if documentation that matching funds are available to be spent is included in the application submittal.

Closing documents must be included when loans are being used as matching funds source to be awarded points.

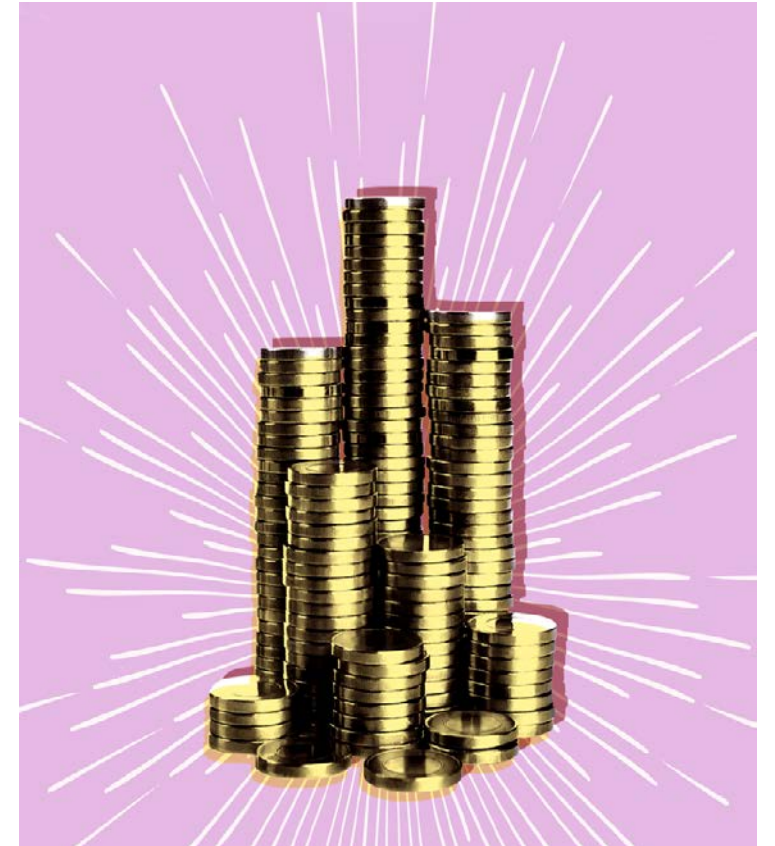


Sewer

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:

Total Project Amount	X	% Match Committed	=	Amount of Match Funds from System
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Water

Project Severity – Up to 50 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 50 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 20 points



ARE YOU
READY?

- Five points will be awarded if agreements (engineering, consolidation, etc.) are executed or an engineering report is complete (System Improvement Plan, Preliminary Engineering Report, etc.).
- Five points will be awarded if plans and specifications are complete and ready to submit to LDH for permitting.
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- Only partial points will be awarded if plans, agreements, reports, etc. do not cover all portions of the proposed project.

Water

Match Documentation – Up to 10 points

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Water

Increased Local Cost Share – Up to 15 points

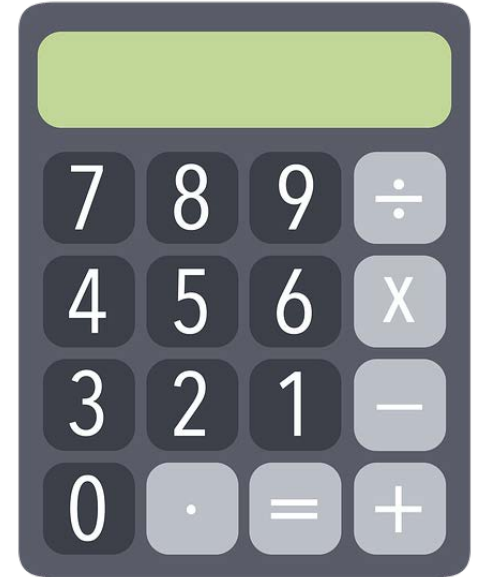
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Water

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:

Total Project Amount	X	% Match Committed	=	Amount of Match Funds from System
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PROJECT IMPLEMENTATION

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

- Grant Agreement signed and returned to OCD-LGA (two months)
- Electronic Funds Transfer Enrollment Active (two months)
- Supplemental Information Page (two months)
- Financial Management Questionnaire (two months)
- Performance Schedule (two months)
- Plans and Specifications submitted to LDH/DEQ (six months)
- Rate Study Complete and Implemented (six months)
- Acquisition Timeline (two months), if acquisition is not complete
- Contractor Clearance Form (two months)
- Matching Funds Documentation (two months), if not submitted with application
- Consolidation Documents (two months), if not submitted with application

Timeline for Application Process

- Online portal will open at 7:30 am on October 28th and close at 4:30 pm on December 12th to receive applications.
- Reviewers cannot provide feedback on applications once the portal is open for applications.
- Working panel will begin reviewing applications on December 13, 2024 and provide funding recommendations to Water Sector Commission by January 27, 2025.





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 WSP – Phase 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 – Phase 2 User Access Request Form

Access Type: Creator Creator/Submitter Consultant/Engineer

System Name:

System Category: Water Sewer System Type:

LDH Region Number: System FEIN/Tax ID:

For Water Projects PWS ID Number: For Sewer Projects DEQ Agency Interest Number:

LaGov Vendor Number: Parish:

Name of User: Last 4 SSN:

Title of User: User Telephone Number:

User Email Address:

Complete Mailing Address:

Signature of User: Date:

Name of Chief Executive Officer of System (printed): Title:

Signature of Chief Elected Official of System: Date:

Instructions to Complete Water Sector Program – Phase 2 User Access Request Form

The WSP – P2 User Access Form must be downloaded and saved to your computer; then reopened in [Acrobat Reader](#) where you will complete it electronically and add a digital signature. Submit completed and digitally signed form to Traci.Watts@la.gov for processing.

Access Type:	Indicate the type of access being requested. Only a system employee, board member, or elected official can request "Creator" or "Creator/Submitter" access. A user with "Creator" access can create and/or edit an application. A user with "Creator/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 "Creator/Submitter" access in order to submit an application for consideration. A user with "Consultant/Engineer" access can only create and/or edit an application; this user cannot submit an application for consideration.
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:	Enter the name of the system type from the following: Tribal, municipal, or private-not for profit. Please note that private-for profit systems are not eligible applicants.
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.
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 below to begin the process to request a number. For more information regarding LaGov Vendor Numbers, please visit https://www.doa.la.gov/doa/osrap/vendor-information/ .
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.
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.
User Telephone Number:	Enter the telephone number for the user requesting access.
User Email Address:	Enter the email address of the person requesting access. Only one access per email address can be requested.
Mailing Address:	Enter full mailing address for entity including street address, city, and zip code.
Signature of user:	The user requesting access must sign the form digitally. Electronic signature is required. No hard copy forms with wet signatures will be processed.
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.
Signature of Chief Executive Officer of system:	The Chief Executive Officer must sign the form digitally. Electronic signature is required. No hard copy forms with wet signatures will be processed.
Date:	Enter the date the Chief Executive Officer signs the form.

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Water Sector Program

Phase 2 Online Portal

Welcome to the State of Louisiana Portal for the Water Sector Program

The Water Sector Commission approved guidelines for Phase 2 of the Water Sector Program during the September 27, 2024 meeting. The online portal will be open for application at 7:30 am on October 28, 2024 and close at 4:30 pm on December 12, 2024. A webinar will be held on October 21, 2024 to discuss the program guidelines and the application process.

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 the application 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.

No late applications will be accepted. No applications will be accepted outside of the online portal.

Water Sector Program - [Phase 2 Guidance](#)

Water Sector Program - [Phase 2 Webinar](#) | [Presentation](#)

Water Sector Program [User Access Form](#)

Water Sector Program [User Access Form Instructions](#)

[Act 497](#) of the 2024 Regular Legislative Session

[Act 410](#) of the 2021 Regular Legislative Session

For more information regarding Water Sector Program - Phase 1 (Rounds 1 and 2) click [here](#)

Login

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

<https://www.cfprd.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](#)

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Applications

Application #	Entity	Application Type	Round	DEQ/PWS Number	Region	Status	Last Action Date
1	Red Rock Water System	Water	1	LA2100022	8	Approved/Award	4/25/2023
11	Z-CO: Red Rock Water System	Water	2	LA2100022	8	Created	9/29/2021
13	Red Rock Water System	Sewer	1	44475	8	Created	10/25/2021
14	Z-CO: Red Rock Water System	Sewer	1	4475	8	Created	10/28/2021

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

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

Application Information

System Name:

Contact Name: **Contact Phone:** **Contact Email:** **Delete:**

[Add Another](#)

Application Type: Water
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.

Project Category:

Number of System Connections:

Population of System:
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 serve customers outside the corporate limits of the municipality).

	Grant Costs	Local Costs	Total Project Costs
Construction:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.00"/>
Acquisition:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.00"/>
Professional Services:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.00"/>
Total (calculated):	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>

Required Information and Documentation

[Water Sector Program Guidelines - Phase 2](#)

Does your application involve consolidation of two or more systems?

If yes, enter the total number of systems included in the application:

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. Match percentage will be calculated using the following equation:

$$\text{Total project amount} \times \text{X \% match committed} = \text{Amount of Match Funds from system.}$$

For example: Town A is applying for a potable water project and the total project cost is \$4,580,000. Town A is providing a 25% match. Based on the calculation above, Town A will be providing \$1,145,000 in matching funds and apply for \$3,435,000 in WSP-P2 funds.

State funds cannot be used as a source of matching funds to meet the 25% match requirement. Other sources of funding, such as local, federal, and private can be used as a source of matching funds to meet the 25% match requirement.

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

Total Maximum Local Match: %

Source of Match:

Is there documentation that match funds are available to be spent?

If yes, provide documentation that funds are available to spend upon award

No attachment No file chosen

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"/>
Add Match Waiver Documentation		

Ready to Proceed

Five points will be awarded if agreements (engineering, consolidation, etc.) are executed or an engineering report is complete (System Improvement Plan, Preliminary Engineering Report, etc.). Five points will be awarded if plans and specifications are complete and ready to submit to LDIH for permitting. Five points will be awarded if the LDIH permit for construction has been issued for all projects involved in the application. Five points will be awarded if all acquisition required is complete.

Name	File	Delete
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/>
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 ([Water - Sewer](#)). 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
<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	<input type="checkbox"/>
Add Additional Supporting Documentation		

Comments

Add a comment.

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Application Information

System Name:

Contact Name

Contact Phone

Contact Email

Delete

Application Type:

Water

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:

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 serve customers outside the corporate limits of the municipality).

	Grant Costs	Local Costs	Total Project Costs
Construction:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.00"/>
Acquisition:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.00"/>
Professional Services:	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.00"/>
<hr/>			
Total (calculated):	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>

Required Information and Documentation

Water Sector Program Guidelines - Phase 2

Does your application involve consolidation of two or more systems?

If yes, enter the total number of systems included in the application

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. Match percentage will be calculated using the following equation:

$$\text{Total project amount} \times \% \text{ match committed} = \text{Amount of Match Funds from system.}$$

For example: Town A is applying for a potable water project and the total project cost is \$4,580,000. Town A is providing a 25% match. Based on the calculation above, Town A will be providing \$1,145,000 in matching funds and apply for \$3,435,000 in WSP-P2 funds.

State funds cannot be used as a source of matching funds to meet the 25% match requirement. Other sources of funding, such as local, federal, and private can be used as a source of matching funds to meet the 25% match requirement.

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

Total Maximum Local Match: %

Source of Match:

Is there documentation that match funds are available to be spent?

If yes, provide documentation that funds are available to spend upon award

No attachment No file chosen

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"/>		

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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 ([Water - Sewer](#)). 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

No file chosen

Delete

Comments

Add a comment:

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.

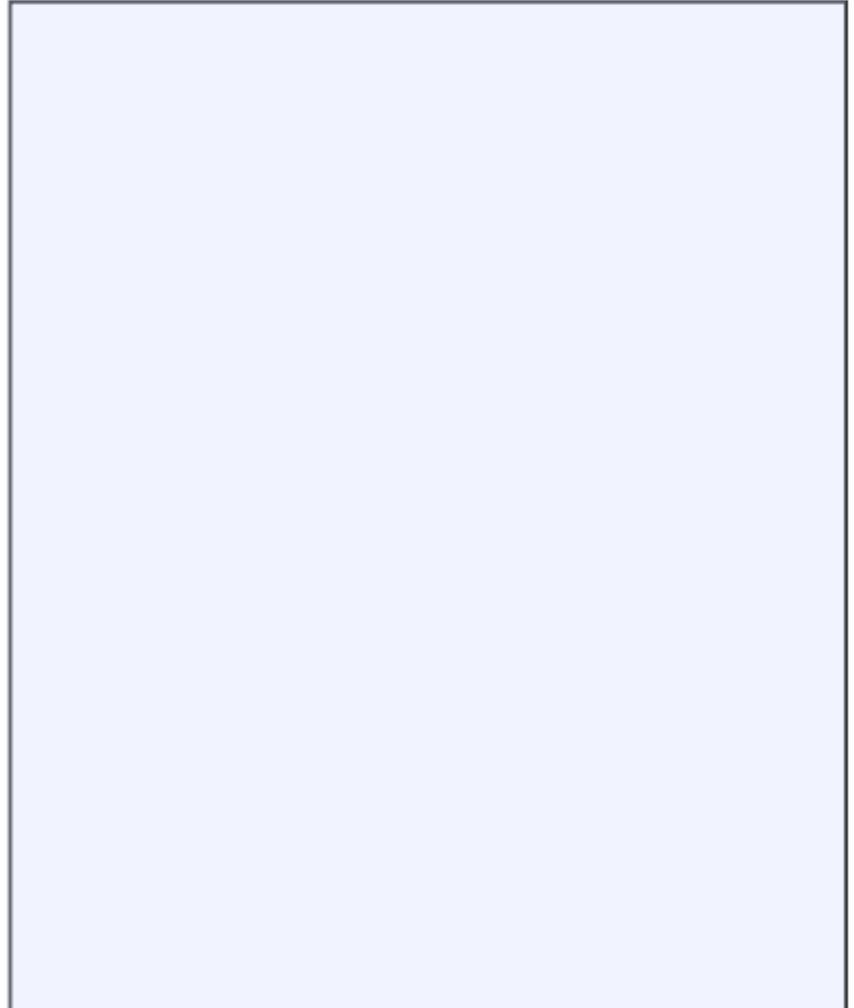


In the space below, provide a concise description of the water system improvements for which funds are being requested. If additional space is needed, please attach additional documentation within the portal and reference to the applicable criteria. The description should include the following:

- 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.

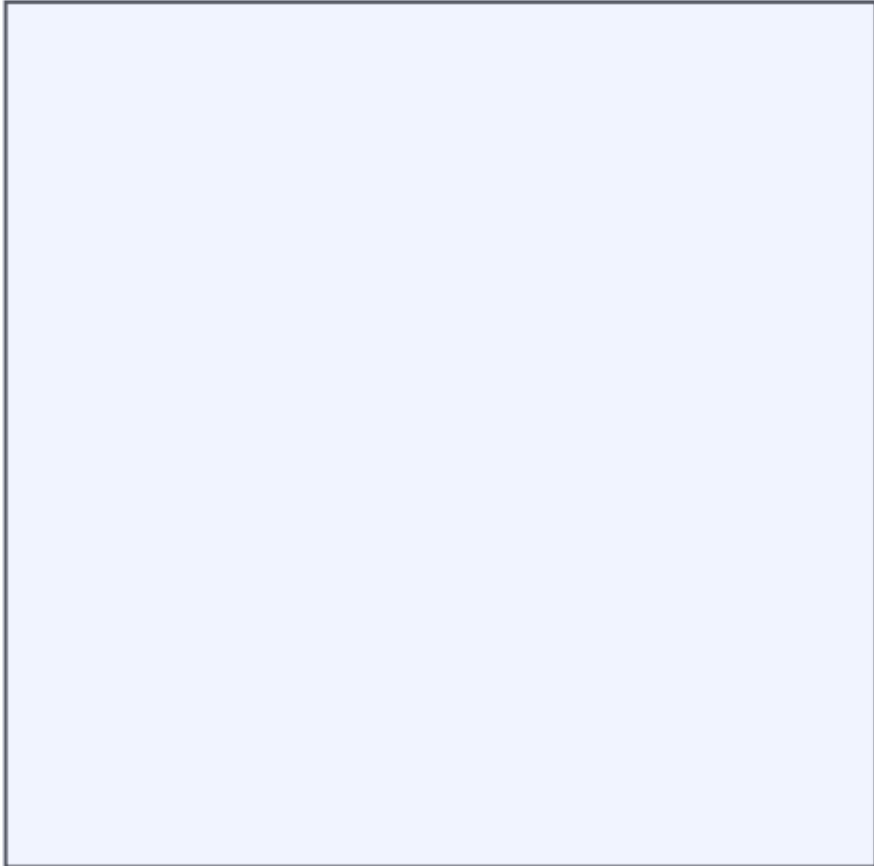
In the space provided, please indicate the key components of the required plan including:

- 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.

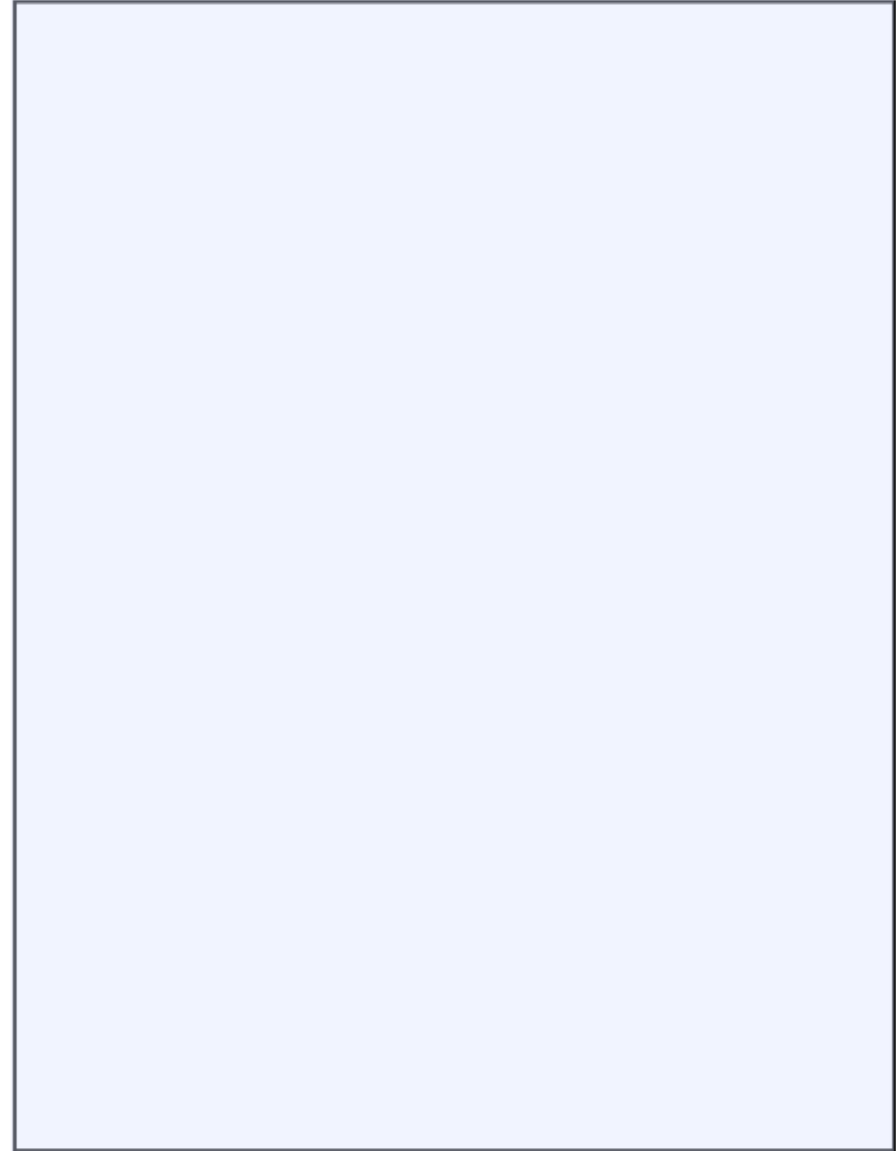
Sustainability

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/oed-lga/water-sector-program-phase-1-and-phase-2/water-sector-program-phase-2/>

Water Sector Program Online Application Portal

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



Tips for Completing Your Application

- Save often as you complete your application.
- Submit the risk assessment and the resiliency plan in order to receive resiliency points.
- Upload documents in the correct place and use easily identifiable names.
- Don't submit the same application submitted previously and expect a better result.



Questions

Submit written questions to traci.watts@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

- **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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