

# California Department of Public Health Safe Drinking Water State Revolving Fund

## Application for Source Water Protection Projects 2007/2008

### **NOTICE TO ALL APPLICANTS**

The application deadline for SWPP projects invited in 2007 is **January 31, 2008**.

**Each SWPP applicant must submit three (3) complete applications:**

**One (1) application to:**

California Department of Health Services, Drinking Water Program, **District Office**. For District Office address, see: <http://www.dhs.ca.gov/ps/ddwem/dwp/PDFs/districtofficesmap.pdf> or enclosed Listing of the Drinking Water Program District Offices – (May 2007)

**and two (2) application to:**

Safe Drinking Water State Revolving Fund Program  
Division of Drinking Water and Environmental Management  
California Department of Public Health  
1616 Capitol Avenue, MS 7418  
PO Box 997377  
Sacramento, CA 95899-7377

Only COMPLETED APPLICATIONS submitted by January 31, 2008, will be considered for SWPP funding based on the September 2007 Invitations

# Safe Drinking Water State Revolving Fund Application for Source Water Protection Funds

SWP Project Number: \_\_\_\_\_

## Part A. General Information

1. Name of Applicant Water System \_\_\_\_\_

2. Water System ID Number \_\_\_\_\_

3. Street Address \_\_\_\_\_

4. County \_\_\_\_\_

5. Mailing Address \_\_\_\_\_

6. Authorized Representative \_\_\_\_\_  
(Name, Title and Telephone Number) (Attach copy of resolution designating authorization)

7. Principal Contact Person \_\_\_\_\_  
(Name, Title and Telephone Number)

8. Project Engineer \_\_\_\_\_  
(Name and Address)

9. Estimated Amount of Loan Funds Requested \$ \_\_\_\_\_

**Part B. Managerial Information**

1. Classification of Water System

- Community
- Non-transient non-community
- Transient non-community

2. Indicate the Ownership of the Water System

- |  |   |
|--|---|
| <p><b>PUBLIC OWNERSHIP</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Municipality</li> <li><input type="checkbox"/> County agency</li> <li><input type="checkbox"/> Special district</li> <li><input type="checkbox"/> State agency</li> </ul> | <p><b>PRIVATE OWNERSHIP</b><br/>(Attach copy of fictitious name statement)</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Corporation</li> <li><input type="checkbox"/> Partnership</li> <li><input type="checkbox"/> Incorporated mutual</li> <li><input type="checkbox"/> Non-profit organization<br/>(ID No. _____)</li> <li><input type="checkbox"/> Other:<br/>_____</li> </ul> |
|--|---|

3. Name and title of water operations manager \_\_\_\_\_

4. Name, title and duties of key officers and personnel (if more than 3, refer to and attach organization chart providing this information).

<u>Name</u>	<u>Title</u>	<u>Principal Duties</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

5. *(Public Owned Systems Only)* Attach a statement answering the following questions as they pertain to this application:

- a. Does the agency have the legal authority to enter into a long-term contract with the State of California, such as the Drinking Water State Revolving Fund loan program?
- b. Is the agency required to hold an election before entering into this type of a loan contract with the State of California?
- c. Does the agency have the legal authority to levy assessments and charges sufficient to repay a loan under the Drinking Water Revolving Fund loan program?

6. Is there any litigation pending relative to the operation of the water system or the proposed project?

- Yes (If **yes**, attach a description of the litigation and the potential costs).
- No

7. If the applicant has contracted with a private firm or another agency for the operation of the facility to be financed, name the firm or agency and the term (in years) of the agreement. Attach a copy of this agreement.

---

---

8. Is the applicant participating with other agencies or organizations on this project? If so, attach a list of the agencies/organizations, contact information, and roles of each party.

---

---

9. If the applicant leases land or major water system facilities, describe the terms of the lease or attach a copy of the lease agreement.

---

---

10. Describe the nature of the water rights applicable to your water source.

---

---

---

---

---

---

---

**Part C. Technical Information**

- 1. Attach a source water assessment completed in accordance with the California Drinking Water Source Assessment and Protection (DWSAP) Program.

---

---

---

- 2. Describe the type of contaminant (microbial, nitrate, and/or chemical) and the associated Possible Contaminating Activities (PCAs) to be addressed by this project.

---

---

---

- 3. Describe the dimensions and location of the area or zone in which the associated PCAs are located. Refer to the DWSAP Program document for guidance.

---

---

---

- 4. Briefly describe the proposed project, and describe how the project will protect the drinking water source from the identified PCAs.

---

---

---

- 5. Does the project include land or easement acquisition?  Yes  No

- 6. Provide a map of the water system facilities, intake or well location, and source protection areas and/or zones.

---

---

7. Describe the local community task force addressing source water protection. Include a list of participants, and affiliations, and describe the methods used to establish membership in the task force.

---

---

---

8. Current population served by the water system \_\_\_\_\_

9. Current number of active service connections \_\_\_\_\_

10. Attach an Engineering Report that includes the following elements:

- a. Analysis of alternative solutions
- b. Description of selected project alternative
- c. Anticipated benefits (e.g. water quality improvements) of the project
- d. Conceptual project design
- e. Identification of any ineligible costs to be included in the project
- f. Cost breakdown of project
- g. Proposed design and construction schedule

11. Environmental Documentation

Is the applicant water system the lead agency for CEQA compliance?  Yes  No

If "YES" please attach any of the following listed documents and any referenced documents that are currently available. If CEQA has not been completed, please complete a Schedule of Dates for Compliance form.

- Negative Declaration (8 copies)
- Draft Environmental Impact Report (8 copies)
- Final Environmental Impact Report (8 copies)
- Notice of Determination
- Notice of Exemption
- CEQA Findings
- Mitigation Monitoring Plan
- Cultural Resources Report (3 copies)

If "NO" please complete and attach an SDWSRF Environmental Information Form.

**Part D. Financial Information**

1. Average current monthly residential water bill \$ \_\_\_\_\_
2. Average projected increase to the monthly residential water bill as a result of this funding request.  
\$ \_\_\_\_\_
3. Average projected monthly residential water bill \$ \_\_\_\_\_
4. Attach the water systems' water rate structure covering each of the last three years (including commercial and industrial users.)
5. Estimated project Costs

Cost Classification	Total \$	Applicant \$	Other loans and grants	SDWSRF \$
A. Construction Costs				
B. Engineering Costs				
C. Other Costs				
D. Equipment Costs				
E. Land Acquisition				
F. Contingencies				
Total Funding Requirements				

6. Source of other funds

Fund Source	Type of Funds	Amount	Funding Applied For (Y/N)	Funding Secured (Y/N)
Total Funding From All Sources				

Please note that the "Total Funding Requirements" and the Total Funding From All Sources" should equal.

7. Identify and describe the dedicated revenue source to be used for loan repayment

---

---

8. Attach a 5-year revenue/expenditure projection for the water system

9. Provide the following information for all existing long-term indebtedness

- a. Type of indebtedness
- b. Name and address of creditor
- c. Term and purpose of loan
- d. Date of the loan
- e. Original principal
- f. Remaining balance
- g. Annual repayment amount

10. List all cash reserved and planned uses of those reserves.

---

---

---

---

---

11. Describe accounting procedures for loan.

---

---

---

---

---

## **Part E. Federal Cross-Cutting Requirements**

Federal “Cross-Cutting Requirements” are those provisions in federal law which “apply by their own terms” to projects and activities receiving federal financial assistance. In order to enter into a Safe Drinking Water State Revolving Fund loan agreement with the Department of Public Health each water system is required to certify that they are in compliance with each of the following federal regulatory requirements.

### **Environmental Authorities**

1. Archeological and Historic Preservation Act of 1974, Pub. L. 86-523, as amended
2. Clean Air Act, Pub. L. 84-159, as amended
3. Coastal Barrier Resources Act, Pub. L. 97-348, as amended
4. Coastal Zone Management Act, Pub. L. 92-583, as amended
5. Endangered Species Act, Pub. L. 93-205, as amended
6. Environmental Justice, Executive Order 12898
7. Floodplain Management, Executive Order 11988 as amended by Executive Order 12148
8. Protection of Wetlands, Executive Order 11990
9. Farmland Protection Policy Act, Pub. L. 97-98
10. Fish and Wildlife Protection Coordination Act, Pub.L. 85-624, as amended
11. National Historic Preservation Act of 1966. Pub. L. 89-665, as amended
12. Safe Drinking Water Act, Pub. L. 93-523, as amended
13. Wild and Scenic Rivers Act, Pub. L. 90-542, as amended

### **Economic and Miscellaneous Authorities**

1. Demonstration Cities and Metropolitan Development Act of 1966 PL 89-754, as amended
2. Procurement Prohibitions under Section 306 of the Clean Air Act and Section 508 of the Clean Water Act, including Executive Order 11738 Administration of the Clean Air Act and the Federal Water Pollution Control Act with Respect to Federal Contracts, Grants and Loans
3. Uniform Relocation and Real Property Acquisition Policies Act, Pub. L. 91-646, as amended
4. Debarment and Suspension, Executive Order 12549

**Social Policy Authorities**

1. Age Discrimination Act of 1975, Pub. L. 94-135
2. Title VI of the Civil Rights Act of 1964, Pub. L. 88-352
3. Section 13 of the Federal Water Pollution Control Act Amendments of 1972, Pub. L. 92-500 (the Clean Water Act)
4. Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (including Executive Orders 11914 and 11250)
5. Equal Employment Opportunity, Executive Order 11246
6. Women and Minority Business Enterprise, Executive Orders 11625, 12138 and 12432
7. Section 129 of the Small Business Administration Reauthorization and Amendment Act of 1988, Pub. L. 100-590

**CERTIFICATION**

I certify that \_\_\_\_\_  
Name of Water System or Municipality

**has, or will** comply with the above list of federal laws and authorities.

\_\_\_\_\_  
Signature of Authorized  
Representative or Designee

\_\_\_\_\_  
Date

## PART F. ATTACHMENTS TO APPLICATION

Following is a list of documents, reports and other information which is necessary to process this application. Not all the information listed below is required for all water systems. Please review the funding application carefully. If you are not sure if the requested information applies to your water system please contact your district engineer. Incomplete applications will not be processed until all required information has been provided to the district.

To assist us in timely reviewing your application, please make sure your water system name and the pre-application number are on every attachment. Please label the attachment with the number of the application section which requests the information (i.e. "Part A. No 6").

### Attachments:

- |    |                       |   |
|----|-----------------------|---|
| a) | <u>Part A. No. 6</u>  | A resolution or resolutions from the water system's governing body providing the following (as applicable): <ul style="list-style-type: none"><li>• Resolution designating the authorized representative and authorizing that individual to apply for a SDWSRF loan (all systems)</li><li>• Resolution or ordinance dedicating repayment source<br/><i>(not required at time of application, will be required prior to execution of loan agreement)</i></li></ul> |
| b) | <u>Part B. No. 4</u>  | Titles and duties of key officers and personnel.  |
| c) | <u>Part B. No. 5</u>  | Legal authority statement (Public Owned Systems Only)   |
| d) | <u>Part B. No. 6</u>  | Description of pending litigation, and the potential costs  |
| e) | <u>Part B. No. 7</u>  | Agreement for operation of facility   |
| f) | <u>Part B. No. 8</u>  | Participating Agencies – list of other agencies/organizations participating with applicant in project.  |
| g) | <u>Part B. No. 9</u>  | Lease of land or major water system facilities  |
| h) | <u>Part B. No. 10</u> | Water rights documentation  |
| i) | <u>Part C. No. 1</u>  | Complete DWSAP Source Water Assessment  |
| j) | <u>Part C. No. 6</u>  | Map of service area and location of water system facilities, drinking water source, and protection area and/or zones  |
| k) | <u>Part C. No. 10</u> | Engineering Report  |
| l) | <u>Part C. No. 11</u> | Plan and schedule for CEQA compliance; completed CEQA documentation   |
| m) | <u>Part D. No. 4</u>  | Water system rate structure for last three years include a description of the calculation for the average household water rate  |
| n) | <u>Part D. No. 8</u>  | Five year revenue and expenditure projection for the water system   |
| o) | <u>Part D. No. 9</u>  | Description of all long-term indebtedness   |
| p) | <u>Part E.</u>        | Certification of compliance with federal cross-cutting requirements   |