


# WATER SECTOR PROGRAM

Louisiana Office of Community Development –

Local Government Assistance

Louisiana Office of Facility Planning and Control

# AGENDA

- ▶ Source of funds
  - ▶ Water Sector Program specific information
  - ▶ Application submittal process
  - ▶ Application forms
- 
- A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.



## 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](mailto:wspinfo@la.gov).

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



## SOURCE OF FUNDING

Coronavirus State and Local Fiscal Recovery Funds appropriated in the American Rescue Plan Act of 2021, 31 CFR Part 35.

The availability and use of these funds is subject to the U.S. Department of Treasury requirements pursuant to:

- Interim Final Rule published in the Federal Register Vol. 86, No. 93 May 17, 2021
- 31 CFR Part 35
- 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>



## WATER SECTOR PROGRAM

- Established by Act 410 of the 2021 Regular Session of the Louisiana Legislature

# ELIGIBLE APPLICANTS



Public 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 DUNS number that is actively registered in the System for Award Management (SAM.gov).

# AMOUNT OF FUNDS AVAILABLE

Louisiana Legislature allocated \$300 million of the ARPA State Fiscal Recovery Funds.



# GRANT FUNDING CAP

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

- Projects involving a consolidation of systems can aggregate based on a \$5 million cap for each system involved in the project. For example, if System A applies to consolidate System B and System C into System A, then a maximum of \$15 million can be allowed.
- If an exception to the cap is approved by the Water Sector Commission and the Joint Legislative Committee on Budget.







## 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
- Storm water repairs and improvements

# 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 an active DUNS number registered in [www.SAM.gov](http://www.SAM.gov).
- Applicants seeking fees for design professionals must have procured professionals in accordance with federal regulations.
- The use of prevailing wages is encouraged in the US Treasury guidance; however, it is not required.



# IMPORTANT NOTES

- The National Environmental Policy Act (NEPA) does not apply to Treasury's administration of these funds. However, if other federal financial assistance is used in conjunction with these funds, then the project is still subject to a NEPA review.
- When combining different funding sources for a project, please remember that all compliance for all funding will apply to the entire project.
- The period of performance for these US Treasury funds end December 31, 2026. Therefore, all projects must be complete and funds drawn from the State by that date.



# APPLICATION SUBMITTAL PROCESS

Applications will be submitted via the online portal at <https://wwwcfprd.doa.la.gov/WaterSector> .

Portal is open to users August 1, 2021 – September 24, 2021.

Application forms and instructions are available in the online portal.

No additional information or documents should be submitted to working panel unless requested by a member of the working panel.

Any information requested by a member of the working panel should be submitted within the timeframe identified in the request.

Late applications will not be accepted.





## RECOMMENDATION AND AWARD PROCESS

OCD-LGA and OFPC will provide ratings and recommendations for funding to the Water Sector Commission (WSC) for review.

WSC shall review and submit funding recommendations to Joint Legislative Committee on Budget (JLCB). Recommendations shall include proposed matching funds unless Commission recommends a waiver of matching funds or reduction of match requirement.

JLCB will have final approval of funding for projects. No monies shall be expended from the fund without the approval of the JLCB.



## PROJECT IMPLEMENTATION

All grantees will be required to participate in a rate study of the funded system, completed by a third party hired by the Division of Administration, and must take any needed actions regarding system rates prior to OCD-LGA issuing authorization to bid.

Completed plans and specifications must be submitted to LDH for review and approval prior to OCD-LGA issuing authorization to bid.

Additional guidance will be provided to grantees regarding processes to request funds and implement projects after award.



## PROJECTS ORIGINATING IN HB2

Capital Outlay water and sewer projects identified by OFPC will be imported into portal.

Systems will be notified of any additional information needed, how to submit information, and deadline to do so.

Applications will be reviewed regarding same criteria as applications submitted through the portal.





## MATCH REQUIREMENTS

Minimum 25% match requirement

Must be used to pay for all engineering fees, including resident inspection fees

May request a waiver or reduction of match requirement

Consolidation projects will be considered for a waiver or reduction of the match requirement



# APPLICATION SCORING CRITERIA

- Project Severity and Needs
- Consolidation
- Resilience
- Sustainability
- Ready to Proceed
- Increased Local Cost Share

## PROJECT SEVERITY AND NEEDS UP TO 40 POINTS

The existence of conditions in violation of Federal Safe Drinking Water Act (SDWA) and provisions of the State Sanitary Code.

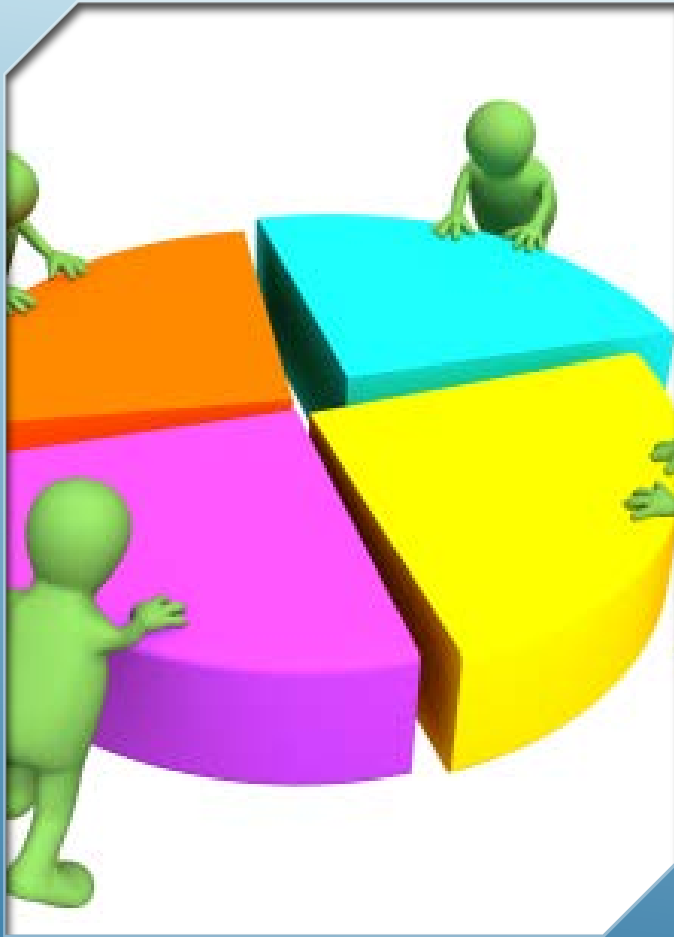
Compliance with federal and state law and regulations will be considered.

Verification of existing conditions based on records or field investigations.

System should include any documentation to support the need for the project, such as personal statements, news articles, social media posts, pictures, etc.

A lower score could result due to the submittal of incomplete or inaccurate information.





## CONSOLIDATION UP TO 20 POINTS

Two or more existing water/sewer systems combining 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



# RESILIENCY UP TO 10 POINTS

Risk and resilience assessment and emergency response plan required for water systems by Section 2013 of America's Water Infrastructure Act (AWIA) of 2018

Resiliency plan, including local standards or guidelines that can be applied to sewer systems and increase resilience of the system, must be completed

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

Items identified in the risk assessment/resiliency plan must be included in the cost estimate to increase resilience



## SUSTAINABILITY UP TO 15 POINTS

Technical – refers to the infrastructure of the system, technical ability of the system personnel to implement and operate the project, and an analysis of alternatives including but not limited to consolidation. Provide information regarding qualification of system personnel, status and condition of system infrastructure.

Managerial – refers to management structure of the system, including ownership, accountability, staffing, and organization. Provide information regarding governing body transparency and accountability (full board, regular meeting schedule, management training), adopted policies and procedures in place (general, personnel, contracts, customer billing).

Financial Capacity – refers to financial resources of the 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. Provide financial reports to show cost of operating system and revenue received by system, documentation identifying internal control structure.

A hand holding a megaphone is shown in the bottom left corner of a red background. A large, white, jagged-edged speech bubble is positioned in the center, containing the text 'ARE YOU READY?' in a bold, black, sans-serif font. The background is red with a white dotted pattern. There are white lightning bolt symbols in the top left and bottom right corners of the red area. A faint 'dreamstime.' watermark is visible in the center of the red area.

**ARE YOU  
READY?**

## READY TO PROCEED UP TO 15 POINTS

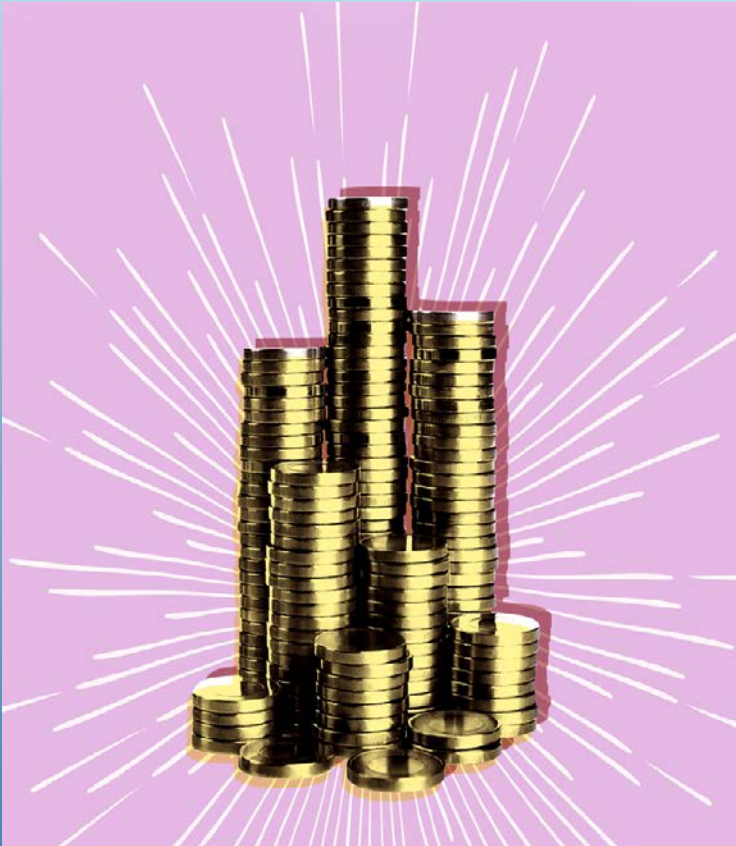
Agreements or reports executed and complete

- Engineering or consolidation agreements
- System improvement plan
- Preliminary engineering report
- Plans and specifications

# INCREASED LOCAL COST SHARE UP TO 15 POINTS

Local funds in excess of 25% required match

- 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







## ACCESS TO ONLINE PORTAL

All users must obtain a user id from OCD-LGA

Completed access request forms should be emailed to [Traci.Watts@la.gov](mailto:Traci.Watts@la.gov)

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

# USER ROLES



## System

- System employee/board member/elected official
- Only has access to system application(s)
- Create, edit, and/or submit application
- At least one user must have submitter access

## 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 Online Portal User Access Form

Water Sector Program User Access Request Form	
Access Type: ( <input type="checkbox"/> ) Creator ( <input type="checkbox"/> ) Submitter ( <input type="checkbox"/> ) Consultant/Engineer/Architect	
System Name: <input type="text"/>	
System Category: <input type="checkbox"/> Water <input type="checkbox"/> Sewer	System Type: <input type="text" value="Tribal"/>
LDH Region Number: <input type="text"/>	System FEIN /Tax Id: <input type="text"/>
PWS ID and/or DEQ Agency Interest Number: <input type="text"/>	System DUNS Number: <input type="text"/>
LaGov Vendor Number: <input type="text"/>	<input type="checkbox"/> Vendor Registration in progress
<i>A vendor ID is required to receive payment. Please click <a href="#">here</a> to register.</i>	
Name of user: <input type="text"/>	Last 4 SSN: <input type="text"/>
Title of user: <input type="text"/>	
Parish: <input type="text"/>	
Mailing Address: <input type="text"/>	
User Email Address: <input type="text"/>	User Telephone Number: <input type="text"/>
Signature of user: <input type="text"/>	Date: <input type="text"/>
Name of Chief Executive Officer of system (printed): <input type="text"/>	
Title (printed): <input type="text"/>	Date: <input type="text"/>
Signature of Chief Executive Officer of system: <input type="text"/>	

## Louisiana State and Local Fiscal Recovery Fund

### Application Portal For Water Sector Program

Welcome to the State of Louisiana's Portal for the Water Sector Program established by R.S. 39:100.56. Pursuant to the American Rescue Plan Act of 2021 (ARPA), the State of Louisiana has allocated \$300 million to the 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 review the state's instructions posted below prior to beginning the application. We have provided a listing of required documentation that may be gathered prior to the portal opening as well as the Water Sector Program guidelines. Be sure to provide all required documentation within the Portal application prior to submitting for scoring and consideration.

**IMPORTANT:** Please pay special attention to posted deadlines in order to be included in the initial scoring and selection process.

#### Relevant Documents

[Interim Final Rule](#)

[U.S. Treasury Fact Sheet](#)

[U.S. Treasury Quick Reference Guide](#)

[WSP Guideline Guidance](#)

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

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

[List of Items Needed to Complete Application](#)

Login

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

[HTTPS://WWW.CFPRD.DOA.LA.GOV/WATERSECTOR](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](#)

# LOGIN PAGE

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[Logout](#)

## Applications

There are no application for your organization(s).

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

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

# APPLICATION PAGE

### Application Information

System Name: Happy Farms Water System  
 PWS ID: LA000001  
 LDH Region: 6  
 System Type: Municipal  
 Application Type: Water  
 Number of System Connections:   
 Total Amount of Grant Request:   
 Construction Amount:   
 Acquisition Amount:   
 Fees:   
 Total:

### Required Information and Documentation

#### Population and Income Impact

Please provide the current statistics for the area impacted by the project.

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.

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

Total Maximum Local Match: %

#### 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"/>

#### Match Waiver Requested?

If yes, provide documentation as to why the system cannot provide a 25% match to the total cost of the project. If a municipal system, provide the amount of American Rescue Plan Local Fiscal Recovery funds allocated to the municipality as well as a detailed justification as to why these funds cannot be used to meet the match requirement. Grantees may propose a match larger than the 25%. The Commission shall consider such increased match and may recommend that a project be advanced beyond the raising and recommendation made by the working panel based upon the weight it chooses to give to the increased match.

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

#### 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.

No attachment  No file chosen

#### Additional Required Information

Please download and complete the requested information form. (Form)

No attachment  No file chosen

### Supporting Documentation

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

### Comments

Add a comment:

# APPLICATION INFORMATION PAGE

# APPLICATION INFORMATION PAGE

[Home](#)

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## Application Information

System Name:	Happy Farms Water System
PWS ID:	LA0000001
LDH Region:	6
System Type:	Municipal
Application Type:	Water
Number of System Connections:	<input type="text" value="0"/>
Total Amount of Grant Request:	<input type="text" value="0"/>
Construction Amount:	<input type="text" value="0"/>
Acquisition Amount:	<input type="text" value="0"/>
Fees:	<input type="text" value="0"/>
Total:	<input type="text" value="0.00"/>



### Population and Income Impact

Please provide the current statistics for the area impacted by the project.

Median income

Population growth rate

%

Unemployment percentage

%

REQUIRED INFORMATION AND DOCUMENTATION

### Increased Local Cost Share

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

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

Total Maximum Local Match:  %

REQUIRED INFORMATION AND DOCUMENTATION

### 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

Add Ready to Proceed Documentation

File

Choose File No file chosen

Delete

# REQUIRED INFORMATION AND DOCUMENTATION

**Match Waiver Requested?**

If yes, provide documentation as to why the system cannot provide a 25% match to the total cost of the project. If a municipal system, provide the amount of American Rescue Plan Local Fiscal Recovery funds allocated to the municipality as well as a detailed justification as to why these funds cannot be used to meet the match requirement. Grantees may propose a match larger than the 25%. The Commission shall consider such increased match and may recommend that a project be advanced beyond the rating and recommendation made by the working panel based upon the weight it chooses to give to the increased match.

**Name**

**File**

No file chosen

**Delete**

REQUIRED INFORMATION AND 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.

No attachment  No file chosen

# REQUIRED INFORMATION AND DOCUMENTATION

### Additional Required Information

Please download and complete the requested information form. ([Form](#))

No attachment  No file chosen

INFORMATION TO ASSESS PROJECT SEVERITY,  
CONSOLIDATION, SUSTAINABILITY, AND  
RESILIENCY

REQUIRED INFORMATION AND DOCUMENTATION

INFORMATION TO ASSESS PROJECT SEVERITY,  
CONSOLIDATION, SUSTAINABILITY, AND  
RESILIENCY



**Water Sector Project**  
**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.

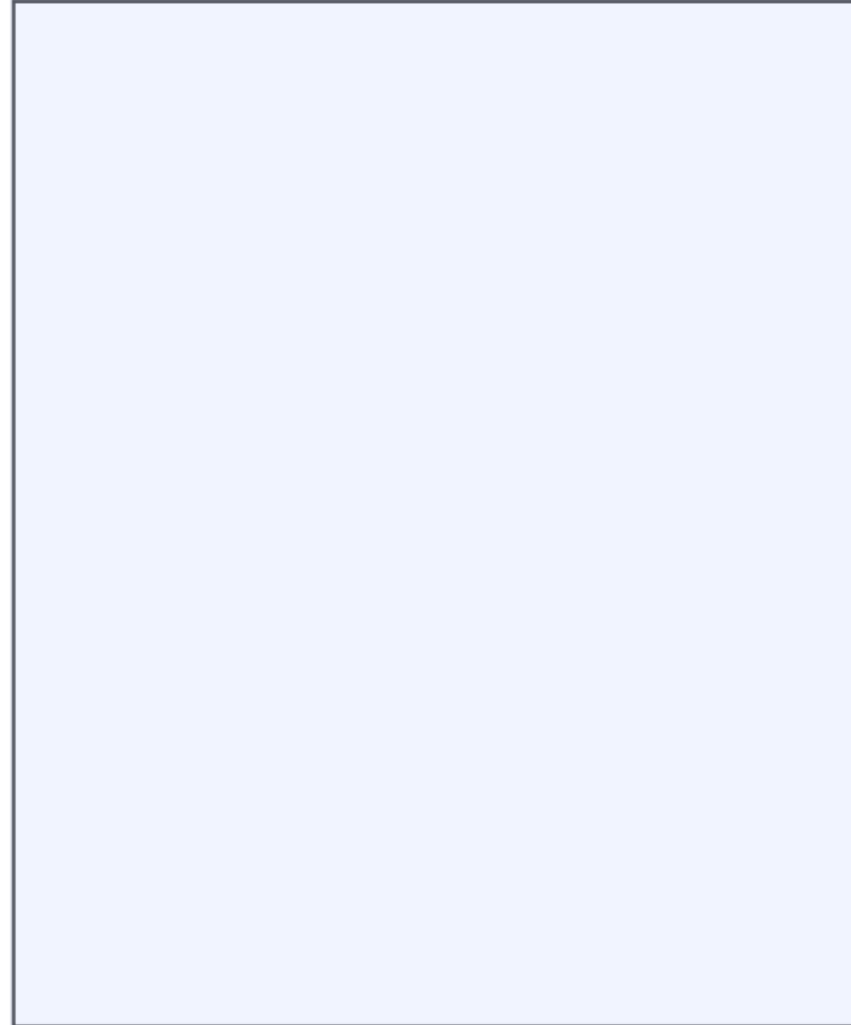


In the space below, provide a concise description of the water/sewer system improvements for which funds are being requested. If additional space is needed, please attach additional documentation within the portal and reference to the applicable criteria. The description should include the following:

- 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 new sewerage collection 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/sewer 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.

### 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. The risk and resilience assessment for systems serving 3,301-49,999 was due June 30, 2021. The emergency response plan for systems serving 50,000-99,999 was due June 30, 2021 and systems serving 3,301-49,999 is due December 31, 2021.

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. If the system has not completed the required plan as of yet, please provide a timeline for the completion of the plan.

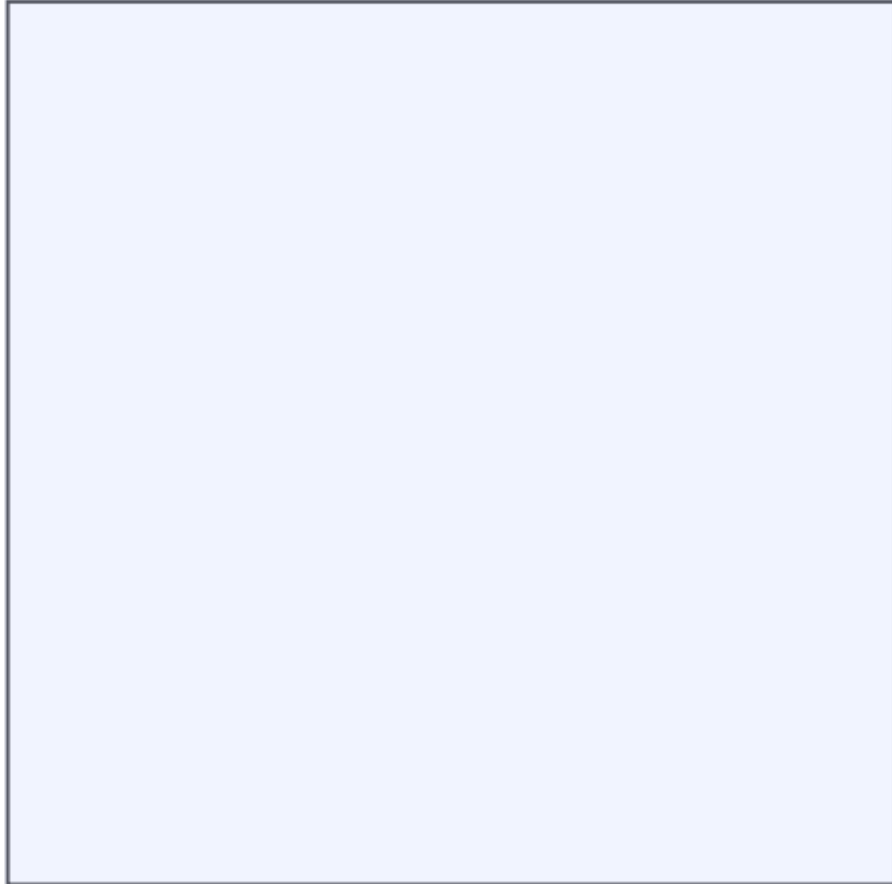
In the space provided, please indicate the key components of the required plan including:

- 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.

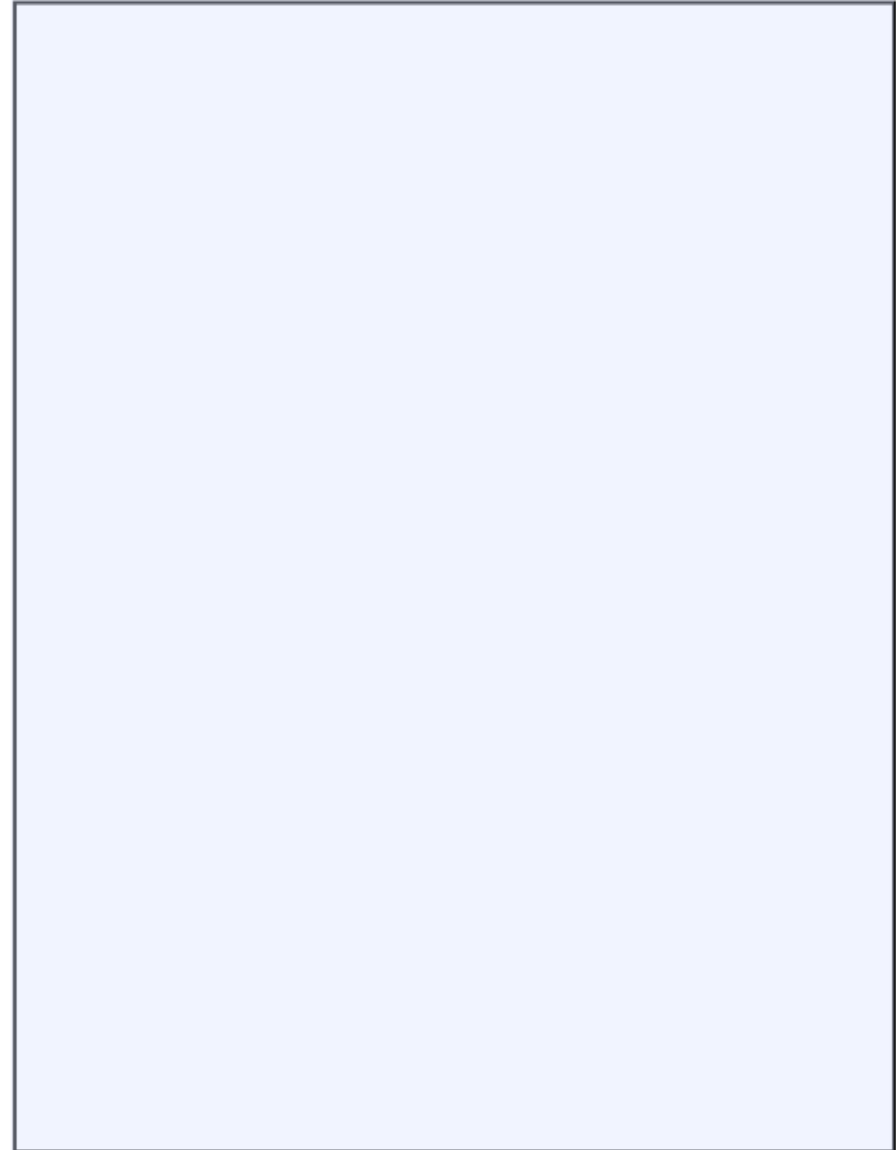
**Sustainability**

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. Sustainable wastewater systems should adequately collect, transport, treat, and discharge wastewater at a quantity and quality that does not adversely affect the surrounding environment though protecting public health and water quality while building long-term resilience. 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.

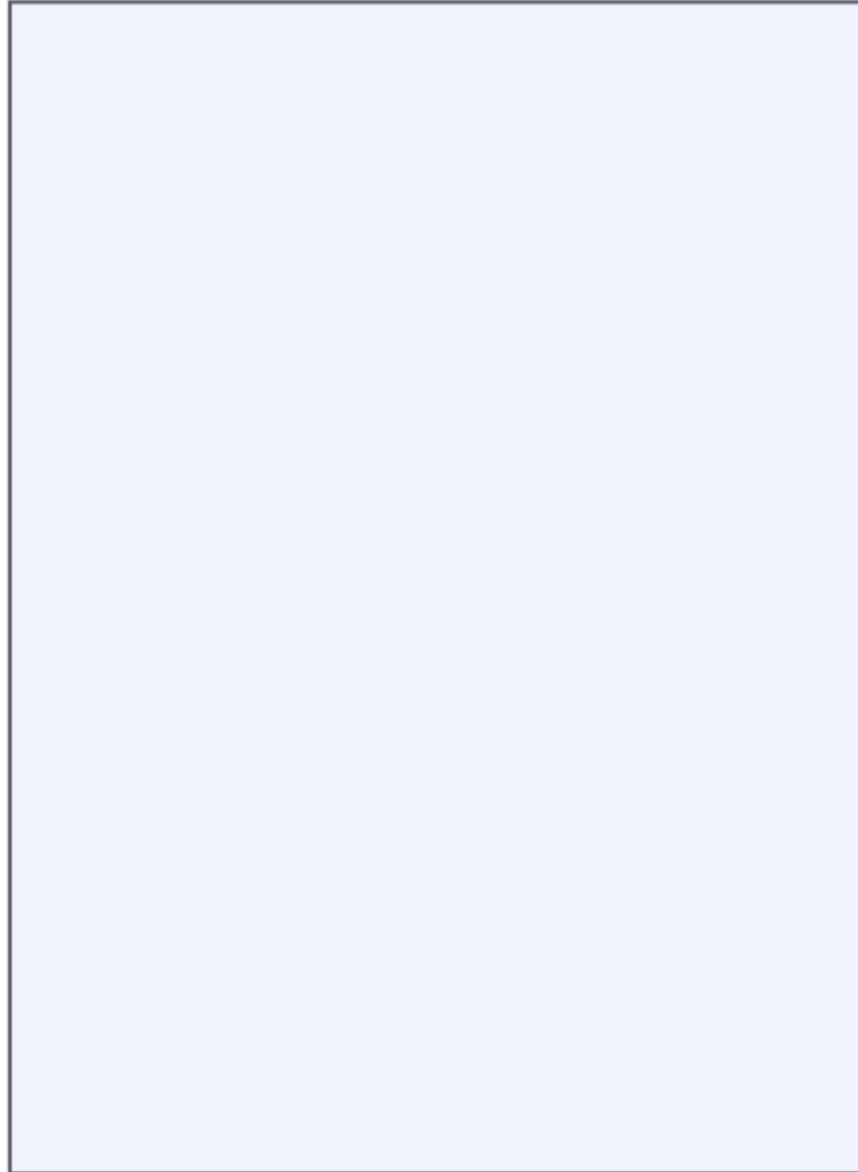
- *Technical Capacity* – Include a narrative addressing the factors described below for water and sewer systems. Refers to the infrastructure of a water system, including but not limited to, the source water adequacy (source, treatment, storage, and distribution) or the infrastructure of a wastewater system (including but not limited to the collection system, means of transport, and treatment) 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 and sewer systems. Refers to the financial resources of the water or wastewater 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 black border, intended for a narrative response. The box is currently blank, suggesting it is a placeholder for text.

## Supporting Documentation

Name

File

Choose File

No file chosen

Delete

Add Additional Supporting Documentation

REQUIRED INFORMATION AND DOCUMENTATION

## Comments

Add a comment:

Save

Save and Submit

Cancel

REQUIRED INFORMATION AND DOCUMENTATION

# RESOURCES

## OCD – LGA Website

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

## 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://www.cfprd.doa.la.gov/WaterSector>



## QUESTIONS

Submit written questions to [wspinfo@la.gov](mailto:wspinfo@la.gov)



## Louisiana Office of Community Development - Local Government Assistance

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THANK  
YOU!

