



AMERICAN RESCUE PLAN ACT OF 2021
MONTANA INFRASTRUCTURE ADVISORY COMMISSION

ARPA WATER & SEWER INFRASTRUCTURE GRANT
APPLICATION WORKSHEET

Version 2 – June 30, 2021

COMPETITIVE GRANT APPLICATIONS DUE JULY 15, 2021

MINIMUM ALLOCATION GRANT APPLICATIONS DUE JULY 15, 2021 – JANUARY 1, 2023

*PROJECTS MUST BE A NECESSARY INVESTMENT IN WATER OR SEWER INFRASTRUCTURE
AS DEFINED IN THE AMERICAN RESCUE PLAN ACT OF 2021, [PUB. L. NO 117-2](#), AND MONTANA
[HOUSE BILL 632](#).*

This document is provided as a worksheet. Applications must be submitted online at
<https://grants.dnrc.mt.gov>

If you need help or have questions about the online application, please go to:

<https://a>
<https://discover-mtdeq.hub.arcgis.com/>
<https://a>
<https://discover-mtdeq.hub.arcgis.com/>



1-844-406-ARPA(2772)

ARPA WATER & SEWER INFRASTRUCTURE GRANT APPLICATION

➤ Project Title

Include the name of the local government and description of the project. Example: Roundup Water Main Replacement, Shelby Drinking Water System Upgrades.

➤ APPLICATION TYPE

➤ Project Application. Check one.

- Minimum Allocation Grant Application
- Competitive Grant Application
- Minimum AND Competitive Grant Application

➤ Applicant – Local Government Entity

Enter the name of the local government applying for the grant. For a county, use the full county name: Lewis and Clark County. For cities and towns, use Fort Benton, or Great Falls.

➤ Local Government Definition

COMPETITIVE GRANTS: Eligible entities are those defined in House Bill 632 Section 2. "Local government" means any city, county, consolidated city-county, school district, or other political subdivision or local government body of the state, including an authority as defined in MCA 75-6-304, water district, sewer district, irrigation district, water users association, conservation district, or tribal government.

Pick the appropriate entity type for your organization.

- | | |
|---|---|
| <input type="checkbox"/> City | <input type="checkbox"/> Local Government Body of the State |
| <input type="checkbox"/> Town | <input type="checkbox"/> Regional Water Authority |
| <input type="checkbox"/> County | <input type="checkbox"/> Water and/or Sewer District |
| <input type="checkbox"/> Consolidated City-County | <input type="checkbox"/> Water Users Association |
| <input type="checkbox"/> School District | <input type="checkbox"/> Conservation District |
| <input type="checkbox"/> State Agency | <input type="checkbox"/> Irrigation District |
| <input type="checkbox"/> Political Subdivision of the State | <input type="checkbox"/> Tribal Government |

Check if this is a State Capital Project eligible for Water and Sewer Infrastructure Grant Funds

State Capital Projects must work with Department of Administration prior to applying for the Competitive Grant Funds.

This application is for water and sewer grant funds only.

➤ APPLICANT INFORMATION

➤ AUTHORIZED PERSON

(Person authorized to enter into a contract with the State of Montana)

Name _____

Applicant Mailing Address _____

Applicant City, State, Zip _____

Applicant Telephone _____ Email _____

➤ APPLICATION CERTIFICATION FORM

➤ APPLICANT NAME *(As listed on page 2.)*

➤ AUTHORIZED PERSON *(As listed on page 3.)*

- I certify that this project is a necessary investment in water or sewer infrastructure as defined in the American Rescue Plan Act of 2021, Pub. L. No. 117-2 (2021) (“ARPA”), and its associated rule and guidance: Coronavirus State and Local Fiscal Recovery Funds, 86 Fed. Reg. 26786 (May 10, 2021).*

- Montana House Bill 632 (HB 632, 67th Leg., (Mont. 2021)), sets the requirement for water and sewer infrastructure projects funded by ARPA be reduced by 20% if that local government or any of its authorized agents have health regulations related to COVID-19 that are more strict than those imposed by the state in effect at the time the grant is awarded. By signing below, the authorized agent is acknowledging this requirement and will inform the Department of Natural Resources and Conservation, in writing, of any such health regulations during the grant review and award process.*

- Applicant’s local government health restrictions are currently more stringent than State of Montana.*

➤ SIGNATURE _____ **DATE** _____

➤ PROJECT CONTACT PERSON

Person to contact with questions about the proposed project.

Name _____

Project Contact Mailing Address _____

Project Contact City, State, Zip _____

Project Contact Telephone _____

Project Contact Email _____

➤ ENGINEERING FIRM CONTACT PERSON (if applicable)

Engineering firm person to contact with questions about the proposed project

Name _____

Engineering Firm Contact Mailing Address _____

Engineering Firm Contact City, State, Zip _____

Engineering Firm Contact Telephone _____

Engineering Firm Contact Email _____

➤ PROJECT DESCRIPTION

If local government is applying for grant funds for an eligible entity, please include the name of the permitted entity with DEQ. Can be the same name as the applicant. Example: Cascade County is applying for funds for Sand Coulee drinking water system.

Name of System (if different than applicant) _____

Population of Service Area _____

Median Household Income of Service Area _ \$ _____

Look up Department of Commerce Census and Target Rate

Go to <https://comdev.mt.gov/Resources/Target-Rate>

Current Average Monthly Water Rate (if applicable) _ \$ _____

Current Average Monthly Sewer Rate (if applicable) _ \$ _____

➤ PROJECT LOCATION

Location (Latitude, Longitude) _____

Look up on DNRC's Interactive map at: <https://gis.dnrc.mt.gov/apps/basemap/>

This link works in Google Chrome or Firefox. If using IE 8 or later turn off "Compatibility View." Zoom into project location, "Using X Y" tool in the tool bar, you can look up your latitude and longitude in decimal degrees.

➤ PROJECT COUNTY _____

Where project activities will primarily occur.

➔ **PROJECT TYPE**

Water

Select “Water” if the project is primarily a drinking water project as described in [EPA’s Drinking Water SRF Eligibility Handbook](#).

https://www.epa.gov/sites/production/files/2017-06/documents/dwsrf_eligibility_handbook_june_13_2017_updated_508_version.pdf

Drinking Water (DWSRF) Eligible Projects

Select all that apply.

- Treatment
- Transmission and Distribution
- Source
- Storage
- Consolidation
- Creation of New Systems
- Water Security
- Energy Efficiency
- Capital Projects
- Planning/Assessment
- Other | Must Describe How Project Qualifies for ARPA Funding

Sewer

Select “Sewer” if the project is primarily a Clean Water SRF eligible project as described in [EPA’s Clean Water SRF Eligibility Handbook](#).

https://www.epa.gov/sites/production/files/2016-07/documents/overview_of_cwsrf_eligibilities_may_2016.pdf

Sewer (CWSRF) Eligible Projects

Select all that apply. Continued on next page.

- Centralized Wastewater Treatment
- Energy Conservation – Related to Water Quality
- Water Conservation
- Stormwater

- Agricultural Best Management Practices (Irrigation)
- Decentralized Wastewater Treatment
- Resource Extraction or Contaminated Sites
- Landfills
- Habitat Protection and Restoration (Silviculture)
- Groundwater Protection and Restoration
- Surface Water Protection and Restoration
- Planning/Assessment
- Other – Must Describe How Project Qualifies for ARPA Funding

➔ PROBLEM SUMMARY

What is the reason for the project? Prepare a short problem summary that will provide the context of the problem, i.e. severity, duration, and area of impact. Address any growth issues that are impacting the project area. See the Application Guidance (Link) for tips on preparing this section.

➔ PROJECT SUMMARY

The Project Summary should be brief and concise and be clearly tied to solving the problem specified above.

➤ PROPOSED PROJECT-GOALS, OBJECTIVES, AND EFFECTIVENESS

House Bill 632 Section 27 requires applicants to clearly define the project outcomes, how they will achieve those outcomes, and how they will measure the effectiveness of their project. A project goal is an overarching statement of what a project should achieve. Example: Provide safe and reliable drinking water for the community.

The objectives are the tangible deliverables necessary to achieve the goal; for example, drill a new well to replace the spring water source, repair cracked water mains and install water meters to detect pressure issues throughout the system.

The project effectiveness statement should clearly state how each objective will be measured using qualitative or quantitative metrics. Example: 2,000 feet of new water main, 400 water meters.

➤ PROJECT GOAL

Short statement of the overarching outcome the project is supposed to achieve.

➤ PROJECT OBJECTIVES

Can have multiple objectives.

➤ PROJECT EFFECTIVENESS

Include measurements for each objective specified above.

COMPETITIVE GRANTS

➔ WATER PROJECT SUPPLEMENTAL QUESTIONS

Please respond to the following yes/no questions.

Water system information is available here: [Montana Drinking Water Watch](http://sdwisdww.mt.gov:8080/DWW/).

<http://sdwisdww.mt.gov:8080/DWW/>

1) Has the water system had documented acute health risk within the last 24 months?

Examples include, Boil order, violation of the Surface Water Treatment Rule, or Nitrate/Nitrite Maximum Contaminant Level (MCL) Exceedances.

YES NO

If YES, provide a short explanation of documented acute health risks within the last 24 months.

2) Does the water system have documented non-acute health risk within the last 24 months?

Examples include, Revised Total Coliform Rule two or more level 2 assessments, Groundwater Rule and Montana Chlorination Rule Treatment Technique Violations, Chemical and Radiological Contaminant Rules action level or maximum contaminant level exceedances or treatment technique violations. Significant deficiencies identified in a sanitary survey.

YES NO

If YES, provide a short description of documented non-acute health risks within the last 24 months.

3) Does the water system have potential microbiological and/or nitrate health risks?

Examples include water distribution pressure problems, documented leaks or line breaks, no cross-connection control program, nitrate or nitrate detections above 50% of the MCL.

YES NO

If YES, provide a short description of potential microbiological and nitrate health risks.

4) Does the water system have potential chemical contaminant risks?

Examples include: Chemical contaminant detects are more than 75% of the MCL. Documented lead service lines.

YES NO

If YES, provide a short description of potential chemical contaminant risks.

5) Is the water system under order from the State of Montana or Environmental Protection Agency to return to compliance with Safe Drinking Water Act?

YES NO

If YES, provide a short description of the enforcement action or administrative order.

6) Does a county water and/or sewer district need to be formed to create the appropriate structure to manage and administer this contract?

YES NO

If YES, when do you anticipate the District will be formed?

7) Will this project construct a regional public water supply that will serve two or more existing water supplies?

YES NO

If YES, provide a brief description of the regional public water supply to be constructed?

8) Will this project create a new public water supply that will address existing public health problems with serious risks caused by unsafe drinking water provided by individual wells or surface water source?

YES NO

If YES, provide a short description about how the new public water supply will address existing public health problems.

9) Will this project improve water use efficiency?

YES NO

If YES, quantify how much water use efficiency will be gained from the project.

10) Are water meters currently installed throughout the entire project area or will the project install water meters?

YES NO

If YES, provide a short description of existing or installed water meters.

11) Will the project reduce energy consumption or include energy reducing principals or technology?

YES NO

If YES, provide a brief description of energy reduction as a result of the proposed project.

COMPETITIVE GRANTS

➔ SEWER PROJECT SUPPLEMENTAL QUESTIONS

Please respond to the following yes/no questions.

1) Are there documented public health or safety threats.

YES NO

If YES, provide a short description of documented public health or safety threats.

2) Are there documented toxicity impacts to aquatic life?

YES NO

If YES, provide a short description of documented toxicity impacts to aquatic life.

3) Are there impacts to a waterbody that is listed on the State's 303d list?

State's 303d list can be found in the 2020 Water Quality Integrated Report: <https://discover-mtdeq.hub.arcgis.com/>

YES NO

If YES, provide a brief description of impacted waterbody(s) on the State's 303d list.

4) Is this a system under an administrative order for compliance?

YES NO

If YES, provide a short description of the order the sewer system is under.

5) Does a county water and/or sewer district need to be formed to create the appropriate structure to manage and administer this contract?

YES NO

If YES, when do you anticipate the District will be formed?

6) Does the project protect public health?

Examples include reducing sewer back-ups, sewerage on-site systems, reducing drinking water impacts, enhancing contact recreation safety, or enhancing operator safety.

YES NO

If YES, how does the project protect public health?

7) Will the project reduce toxic effects to aquatic life?

Examples include reduction of chlorine, ammonia, or metals to riparian areas.

YES NO

If YES, provide a short description how the proposed project will reduce toxic effects of aquatic life.

8) Does the project reduce sediment and/or nutrient loads to surface waters or riparian area?

YES NO

If YES, provide a short description of reduction of sediment and/or nutrient loads.

9) Does the project improve water use efficiency or enhance wildlife habitat?

YES NO

If YES, provide a short description of how the project improves water use efficiency or enhance wildlife habitat.

10) Are permit compliance issues being addressed?

YES NO

If YES, provide a short description of how permit compliance issues are being addressed.

11) Is the system under formal enforcement Action?

YES NO

If YES, provide a short description of the formal enforcement action the system is under.

12) Does the proposed project help meet a TMDL?

YES NO

If YES, how does the project help meet a TMDL?

13) Does the project propose to correct infiltration or inflow in the collection system? Is an active, ongoing I/I reduction program in place?

YES NO

If YES, provide a short description of monitoring of infiltration and inflow into the system.

14) For effluent reuse projects or total retention systems, have water rights or diversion of the point of use been addressed with DNRC?

YES NO

If YES, provide a short description of how water rights or diversion of the point of use issues have been addressed with DNRC.

15) Will the project address capacity and/or reliability issues with a unit process and/or equipment in the existing system?

YES NO

If YES, provide a short description of how the project will address capacity and/or reliability issues.

16) Does the project reduce energy consumption or include energy reducing principles or technologies?

YES NO

If YES, provide a brief description of energy reduction as a result of the proposed project.

17) Is the water system metered?

YES NO

If YES, what method is used to meter the water system?

18) Is the project driven by growth issues? Is the project proposing to support development that is less than 50% occupied?

YES NO

If YES, provide a short description of how the project is driven by growth issues, supports development that is less than 50% occupied.

19) If a wastewater project, does it extend service to areas now served by septic systems and especially failed on-site septic system?

YES NO

If YES, provide a short description how the project extends service.

20) Does the project result in better stormwater management, which reduces potential for sediment or other pollutants to reach surface water?

YES NO

If YES, provide a short description how the project results in better stormwater management.

21) Does the project help conserve irrigation water or reduce livestock impacts to riparian zones?

YES NO

If YES, provide a short description how the project helps to conserve irrigation water or reduce livestock impacts to riparian zones.

➤ LEVEL OF READINESS

Select "Yes", "No" or "Not Applicable"

- **Yes**, indicates that the milestone has been completed.
Provide the date and upload the corresponding documents. Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff, .epub, .key, .mobi, .mus, .musx, .ppt, .pptx, .sib, .xls, .xlsx, .zip
- **No**, indicates that the milestone has not yet been completed and will need to be done as part of the project.
- **Not Applicable**, indicates that it is not a necessary step for project completion.

➤ Capital Improvement Plan

YES NO Not Applicable

Date-Capital Improvement Plan ____/____/____

➤ Growth Policy

YES NO Not Applicable

Date-Growth Policy ____/____/____

➤ Date-Engineering Procurement Completed and Contracted

YES NO Not Applicable

Date-Engineering Procurement Completed and Contracted ____/____/____

Engineering Procurement documents are available for upload online.

Can upload up to 5 files.

➤ Preliminary Engineering Report or Technical Memo

YES NO Not Applicable

Date- Preliminary Engineering Report ____/____/____

Preliminary Engineering Report or Technical Memo documents are available for upload online.

Can upload up to 5 files.

➤ **Uniform Application**

YES NO Not Applicable

Date-Uniform Application Completed ____/____/____

Uniform Application documents are available for upload online.

Can upload up to 5 files.

➤ **Final Design**

YES NO Not Applicable

Date-Final Design Completed ____/____/____

Final Design is available for upload online.

➤ **Water Rights Finalized**

YES NO Not Applicable

Date-Water Rights Finalized ____/____/____

Water Rights documentation is available for upload online.

Can upload up to 5 files.

➤ **Right of Way, Land Purchases, and Site Title Complete**

YES NO Not Applicable

Date-Right of Way, Land Purchases & Site Title Completed ____/____/____

Right of Way, Land Purchases, and Site Title documentation is available for upload online.

Can upload up to 15 files.

➤ **MEPA/NEPA Completed**

YES NO Not Applicable

Date-MEPA/NEPA Completed ____/____/____

MEPA/NEPA documentation is available for upload online.

Can upload up to 5 files.

➤ **DEQ Plan Approval**

YES NO Not Applicable

Date-DEQ Plan Approval ____/____/____

DEQ Plan Approval documentation is available for upload online.

Can upload up to 5 files.

➤ **Project Bid**

YES NO Not Applicable

Date-Project Bid ____/____/____

Project Bid documentation is available for upload online.

Can upload up to 5 files.

➤ **Under Construction**

YES NO Not Applicable

Date-Construction Began ____/____/____

Construction Documentation and Construction Progress Information is available for upload online.

Can upload up to 5 files.

➤ **Quote for Equipment Purchases (ARPA Eligibility Verified)**

Use this category for small purchases that do not require DEQ Plan review and approval.

YES NO Not Applicable

Date-Equipment Quote ____ / ____ / ____

Equipment Quote(s) and Documentation for ARPA Compliance is available for upload online.

Can upload up to 15 files.

➤ **PROJECT SCHEDULE**

All ARPA Funds **must be obligated by December 31, 2024**, the period of performance will extend until December 31, 2026. Funds must be expended, and **all reporting must be complete prior to December 31, 2026**.

Example: Preliminary Design July 1, 2021 – September 30, 2021.

PROJECT DESIGN DATES	--	--	--
Preliminary Design	Final Design	DEQ Plan Review	DEQ Plan Approval
PROJECT BID DATES	--	--	--
Bid Document Advertised	Selection	Award Notice	Notice to Proceed
PROJECT CONSTRUCTION DATES	--	--	--
Construction Start	Construction Completion	Closeout	Final Documentation
--	--	--	--

➤ PROJECT BUDGET

Project Funding Package: Table 1

Instructions: Complete the steps below.

1. [Download Table 1: Project Funding Package Budget Table;](#)
2. Save table to a local drive;
3. Complete the Funding Package Budget Table. Modify the budget line items and columns to best reflect the specific project details. Include grant funds requested, as well as secured and potential funding sources. For unsecured funds, include submittal date(s) of application(s) submitted and the status of all funding applications in the budget table; and
4. Upload completed table.

Project Funding Package: Table 1 is complete and ready for upload online.

Status of Commitment Options

No contact— No contact has yet been made with the funding source;

Discussed/Not Applied— Project has been discussed with the funding source, but no application has been submitted. Briefly describe the discussion with the funding source and the likelihood of obtaining the funds;

***Application Submitted**— An application has been submitted, but funding has not yet been awarded. Briefly describe the status of application;

****Funds Committed**— Funds have been committed by the funding source. Upload commitment letter(s) or other documentation verifying the commitment of funds and the dates awarded.

➤ Match Fund Guidelines

Minimum Allocation Grant requires the lesser of:

- a. one-to-one matching funds; or
- b. 25% of the amount that the local government received in coronavirus local fiscal recovery funds provided for in ARPA.

Competitive Grants - preference may also be given to projects that provide a higher match rate.



MATCH FUNDS - WARNING!

Recipients cannot use ARPA funds to satisfy non-federal matching requirements for other Federal programs whose statute or regulations bar the use of Federal funds to meet matching requirements.

➔ Detailed Project Budget: Table 2

Instructions: Complete the steps below.

1. [Download Table 2: Detailed Project Budget Table;](#)
2. Save table to a local drive;
3. Complete the Project Budget Table. Modify the budget line items and columns to best reflect the specific project details. Provide an estimated project budget, include administrative costs including legal, land acquisition and audit costs; engineering and construction related costs. Indicate costs that have already been spent on the project; and
4. Upload completed table(s). Can upload up to 4 files.

Project Funding Package: Table 2 is complete and ready for upload online.

➔ Budget Narrative

Provide a written budget narrative that gives details on the status of commitment on matching funds or provides detail and justifies the costs in the Project Budget Table.

Can upload up to 3 files.

Budget Narrative is complete and ready for upload online.

➔ Committed Funds-Upload Commitment Letter(s)

Can upload up to 10 files.

Commitment Letter(s) are complete and ready for upload online.

➤ Minimum Allocation Grant Requested

Enter the total request for the Minimum Allocation Grant.

Can equal zero. _ \$ _____

➤ Competitive Grant Requested

Enter the total request for the Competitive Grant.

Can equal zero. _ \$ _____

➤ Total Match

Enter the total match funding from all other sources. Must match the Project Budget Tables.

_ \$ _____

➤ Total Project Cost

Must equal the total cost in the project budget tables.

_ \$ _____

This document is provided as a worksheet. Applications must be submitted online at <https://grants.dnrc.mt.gov>

ACRONYMS AND REFERENCES

[U.S. Treasury Coronavirus State and Local Fiscal Recovery Funds](#)

[U.S. Treasury Interim Final Rule](#)

[Drinking Water State Revolving Fund Eligibility Handbook](#)

[Overview of Clean Water State Revolving Fund Eligibilities](#)

[House Bill 632](#)

[ARPA.mt.gov](#)

[grants.dnrc.mt.gov](#)

[MEPA Handbook](#)

[Department of Commerce Target Rate and Census Information](#)

ARPA American Rescue Plan Act

CDBG Community Development Block Grants

Commerce Montana Department of Commerce

CWSRF Clean Water State Revolving Fund

DEQ Montana Department of Environmental Quality

DNRC Montana Department of Natural Resources and Conservation

DWSRF Drinking Water State Revolving Fund

EC e.Coli

I/I Infiltration/Inflow

MCA Montana Code Annotated

MCEP Montana Coal Endowment Program

MCL Maximum Contaminant Level

psi pounds per square inch

RD Rural Development

RRGL Renewable Resource Grant and Loan Program

SSOs Sanitary Sewer Overflows

SWTR Surface Water Treatment Rule

TMDL Total Maximum Daily Load

TSEP Treasure State Endowment Program

USDA United States Department of Agriculture

WWTP Wastewater Treatment Plan