



AMERICAN RESCUE PLAN ACT OF 2021
MONTANA INFRASTRUCTURE ADVISORY COMMISSION

ARPA WATER & SEWER INFRASTRUCTURE GRANT V2
APPLICATION WORKSHEET

February 14, 2022

This document is provided as a worksheet. Applications must be submitted online at
<https://grants.dnrc.mt.gov/submit/199753/arpa-water-sewer-infrastructure-grant-application-round-2/eligibility>

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

<https://montana.servicenowservices.com/arpa>

1-844-406-ARPA(2772)

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

The American Rescue Plan Act (ARPA) of 2021 provided state and local aid to make ***necessary investments in water and sewer infrastructure***. The 67th Montana Legislature passed [House Bill 632](#) which directed the federal funds available under the American Rescue Plan Act for use in Montana.

MINIMUM ALLOCATION GRANTS

Grant application is open through January 1, 2023.

➔ INSTRUCTIONS

Complete the check boxes in this form. Download the [Application Certification Form](#) and complete with a signature from an authorized representative is required along with title and date. The signed form must be scanned and uploaded in the grant application where instructed.

I certify that this application is being submitted by an eligible "local government" as defined in HB632.*

Select from drop down list.

"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 75-6-304, water district, sewer district, irrigation district, water users association, conservation district, or tribal government. ([HB 632 § 2](#))

I certify that I, the application creator and submitter, am from the Local Government Entity applying for ARPA funds.

APRA Water & Sewer Infrastructure grant applications must be created and submitted by someone from the Local Government Entity applying for funds.

Collaborators: The Local Government Entity may add Collaborators to the application form to assist with completing the application (e.g., a grant manager, engineer, etc.). Only the Local Government Entity can submit the application form when it is complete. Click for instructions on how to [add Collaborators to a Submittable form](#).

I certify that the information and the statements in this application are true, complete and accurate to the best of my knowledge. I certify that the project or activity as described in this application complies with all applicable state, local and federal laws and regulations. I certify that I have knowledge of and understand the content of this application and that I am fully authorized to apply to DNRC for the grant specified in the submitted materials.*

Yes No

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).*

Yes No Unsure

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. I certify that I have read and understand the requirement above. *

Yes No Unsure

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

Yes, the local government has health restrictions currently more stringent than the State of Montana.

No, the local government does NOT have health restrictions more stringent than the State of Montana.

Select Next

ARPA WATER & SEWER MINIMUM ALLOCATION GRANT

Ends on January 1, 2023

 [Invite Collaborators](#)

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MINIMUM ALLOCATION GRANTS

Grant application is open through January 1, 2023.

➤ INSTRUCTIONS

Minimum Grant application Due *January 1, 2023!*

Download and print the Application Guidelines ([link](#)) to help you complete this form. Other helpful tools and resources are available [online](#).

If you need help applying for water and sewer grant funds request “water and sewer grant application assistance” using our [service portal](#). It will connect you with Department of Commerce Technical Assistance Staff.

➤ Project Title*


The project name **MUST** include the name of the local government applying for the project **AND** a description of the project. *Examples: Roundup - Water Main Replacement, Shelby - Drinking Water System Upgrades, Chouteau County – Geraldine Water Line Project.*

➤ APPLICATION TYPE

➤ Project Application*

Minimum Allocation Grant

 **Minimum Allocation Grant**

 **Applicant Entity – Minimum Allocation***

Select from the list of entities eligible for Minimum Allocation Grants. Complete this section if applying for a Minimum Allocation Grant.

Regional Water Authorities – Complete this section if applying for HB 632 Section 5 funds.

 **APPLICANT INFORMATION**

 **Authorized Person**

Person authorized to enter into a grant agreement with the State of Montana on behalf of the eligible local government.

First Name* _____

Last Name* _____

Title of Authorized Person* _____

DNRC requires that the certification form be signed by an authorized representative of the local government entity (**for example, a mayor, county commissioner, board chair, district supervisor, etc.**). These forms **CANNOT** be signed by a different representative (for example the City Manager or Town Clerk), even if that representative has signing authority within the local government. This is because DNRC has no way of knowing who has signing authority within the local government entity. Additionally, DNRC needs to be confident that the authorized signatory can enter into a grant agreement in the future should the application be successful. **Please include the title of the authorized representative on all signature forms.**

Failure to meet this requirement will result in delays for review and approval of your grant application.

Authorized Person Mailing Address* _____

Authorized Person Mailing Address City * *Select from the drop-down list*

Authorized Person Mailing Address State (two-letter abbreviation) * _____

Authorized Person Mailing Address Zip Code * _____

Authorized Person Phone Number* _____

Authorized Person Email Address* _____

🔗 DOWNLOAD APPLICATION CERTIFICATION FOR SIGNATURE

Upload signed certification signed by the person authorized to enter into a grant agreement with the State of Montana.

[Application Certification Form](#) (Link)

1. Download
2. Sign, Title, Date
3. Scan and Save to your local computer

Signed Application Certification Form ready for upload*

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff, .epub, .key, .mobi, .mus, .musx, .ppt, .pptx, .sib, .xls, .xlsx, .zip

🔗 PROJECT CONTACT PERSON

Person to contact with questions about the proposed project.

First Name* _____

Last Name* _____

Project Contact Mailing Address* _____

Project Contact City*

Project Contact 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

Engineering Firm Contact First Name _____

Engineering Firm Contact Last Name _____

Name of Engineering Firm _____

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 that entity or beneficiary. Can be the same name as the applicant. If this is a DEQ permitted system, please use the name of the regulated entity.

Example: Cascade County is applying for funds for Sand Coulee drinking water system. The name of the system is Sand Coulee Water Users District.

Name of System* _____

Public Water Supply ID or National Pollutant Discharge Permit ID

Please enter the <http://sdwisdww.mt.gov:8080/DWW/> or <https://www.epa.gov/npdes-permits/montana-npdes-permits> or <https://deq.mt.gov/water/assistance#ind> Permit ID if applicable.

Population of Service Area* _____

Enter numbers only. Do not include commas or other symbols—the formatting will be provided after the data is saved. Must be one number, not a range. For Example - 100000 NOT 100,000-120,000.

Median Annual Household Income of Service Area* _\$ _____

Look up: <https://comdev.mt.gov/Resources/Target-Rate> or use <https://arpa-mtdnrc.hub.arcgis.com/pages/minimum-allocation-dashboard>. Information on use of a https://montana.servicenowservices.com/arpa?id=kb_article_view&sysparm_article=KB0015451.

Median Annual Household Income data source (IF APPLICABLE).

*If the application cites MHI data from a source other than the Department of Commerce Census and Target Rate, you **MUST** provide a justification for the MHI provided.*

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

*If water and sewer rates will not increase as a result of the proposed project, provide the **CURRENT** yearly average water and sewer rates. If the water and or sewer rates will increase as a result of the proposed project, include the **PROJECTED** annual average water and sewer rates.*

Enter one number only; no symbols (\$ or ,). For example, \$10/month would be entered as 10. DO NOT enter \$10 or \$10.00 or \$1,000.00. Doing so will result in an error submitting your application.

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

*If water and sewer rates will not increase as a result of the proposed project, provide the **CURRENT** yearly average water and sewer rates. If the water and or sewer rates will increase as a result of the proposed project, include the **PROJECTED** annual average water and sewer rates.*

Enter one number only—no symbols (\$ or ,). For example, \$10/month would be entered as 10. DO NOT enter \$10 or \$10.00 or \$1,000.00. Doing so will result in an error submitting your application.

➤ PROJECT LOCATION

Use DNRC's Minimum Allocation Dashboard [<https://arpa-mtdnrc.hub.arcgis.com/pages/minimum-allocation-dashboard>] LAT/LONG Location Finder tool to provide an accurate project location for tracking and reporting purposes.

Project Location - Latitude* _____

Provide Decimal degrees in format. Example 46.587956
PLEASE DO NOT ENTER IN DMS FORMAT.

Project Location - Longitude* _____

Provide Decimal degrees in format. Be sure to include the minus sign.
Example -112.035776
PLEASE DO NOT ENTER IN DMS FORMAT.

Project Location (County)* _____

Select the County where the project activities will primarily occur.

➤ PROJECT TYPE* (can choose both)

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

Please be sure to read the handbook VERY CAREFULLY before selecting the eligible project type.

USE THESE PROJECT TYPES FOR COMMUNITY OR NON-TRANSIENT NON-COMMUNITY PUBLIC WATER SUPPLIES ONLY!

Water (Drinking Water State Revolving Fund)

Drinking Water SRF Eligible Projects

Select all that apply.*

- Treatment
- Transmission and Distribution
- Source
- Storage
- Consolidation
- Creation of New Systems

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

- Water Security
 - Energy Efficiency
 - Capital Projects
 - Planning/Assessment
 - Other | Must Describe How Project Qualifies for ARPA Funding
-
-

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

Please be sure to read the handbook VERY CAREFULLY before selecting the eligible project type.

Under the CWSRF, categories of eligible projects include construction of publicly owned treatment works, nonpoint source pollution management, decentralized wastewater treatment systems, stormwater systems, water conservation, efficiency, and reuse measures, watershed pilot projects, **energy efficiency measures for publicly-owned treatment works**, water reuse projects, security measures at publicly-owned treatment works, and technical assistance to ensure compliance with the Clean Water Act. Questions? Go to <https://montana.servicenowservices.com/>

Sewer (Clean Water State Revolving Fund)

Sewer (Clean Water SRF) Eligible Projects

Select all that apply.*

- 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 provides the context of the problem, i.e. severity, duration, and area of impact.

REQUIRED: Address any growth issues that are impacting the project area. See the [Application Guidelines](https://arpa-mtdnrc.hub.arcgis.com/pages/tools-resources)>> <https://arpa-mtdnrc.hub.arcgis.com/pages/tools-resources> for tips on preparing this section.

➔ PROJECT SUMMARY*

The Project Summary should clearly identify the steps to implement the project and clearly state how the project will solve the problem specified. See the [Application Guidelines](#) for tips on preparing this section.

REQUIRED: Specify what portion of the project will address existing problems within the system and what portion will address growth. Specify what portion of the project will address fire flow.

➔ **Does the project address growth?***

Yes No

IF YES - In the Project Summary, SPECIFICALLY address what portion of the project will address current deficiencies in the existing system and what portion of the project will address growth. Questions? Go to <https://montana.servicenowservices.com/>

➔ **Does the project address fire flow?***

Yes No

IF YES - In the Project Summary, SPECIFICALLY address what portion of the project will address current deficiencies in the existing system and what portion of the project will address fire flow. Questions? Go to <https://montana.servicenowservices.com/>

➔ **Project Map and Photos?***

Map and photos are ready for upload.

➤ 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. 200 words.

➤ PROJECT OBJECTIVES*

Can have multiple objectives. 200 words,

➤ PROJECT EFFECTIVENESS*

Include measurements for each objective specified above. 200 words.

>>MINIMUM ALLOCATION GRANT. SKIP TO READINESS TO PROCEED.

COMPETITIVE GRANTS

☞ WATER PROJECT SUPPLEMENTAL QUESTIONS

Please respond to the following yes/no questions. Provide a DETAILED and short explanation in the field provided when prompted. The response should include the description of the problem and how the project will address the issues.

Water system information is available here: [Montana Drinking Water Watch](#).

☞ **Has the water system had documented acute health risks 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 AND how the project will address those health risks. *

*Cite the date and type of violation using [Montana Drinking Water Watch](#). State, specifically, the source of the violation and how the project will address the issue. **Acute Health Risks include, Boil order, violation of the Surface Water Treatment Rule, or Nitrate/Nitrite Maximum Contaminant Level (MCL) Exceedances.***

Limit: 200 words

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

Non acute health risks 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 AND how the project will address those health risks. Cite the date and type of violation using Montana Drinking Water Watch. State, specifically the source of the violation and how the project will address the issue.*

Cite the date and type of violation using [Montana Drinking Water Watch](#). State, specifically the source of the violation and how the project will address the issue.

Limit: 200 words

☞ 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 AND how the project will address those health risks. *

Cite the date and type of violation, sample results or documented deficiencies ([Montana Drinking Water Watch](#)). State, specifically the source of the violation and how the project will address the issue.

Potential microbiological and nitrate health risks include: water distribution pressure problems, documented leaks or line breaks, no cross-connection control program, nitrate or nitrate detections above 50% of the MCL.

Limit: 200 words

☞ 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 AND how the project will address those health risks.*

State, specifically the source of the potential contaminant risks and state how the project will address those risks.

Limit: 200 words

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

YES NO

If yes, provide a short description of the enforcement action or administrative order AND how the project will address the compliance issues. *

Limit: 200 words

☞ Is the water system taking proactive compliance measures under the project?*

YES NO

If yes, provide a short description of the Safe Drinking Water Act regulatory standard and how the project will avoid potential violations. *

Improvements in infrastructure, management or operations of a public water system that are necessary to comply with or to remain in compliance with current regulatory requirements.

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

Or improvements in infrastructure, management or operations of a public water system that will address future requirements.

Limit: 200 words

☞ 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? *

Limit: 200 words

☞ 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.*

Limit: 200 words

☞ Will this project improve water use efficiency?*

YES NO

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

If yes, quantify how much water use efficiency will be gained from the project?*

Limit: 300 characters

☛ 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.*

Limit: 200 words

☛ Will the project reduce energy consumption or include energy reducing principals or technology? *

YES NO

If yes, quantify the energy reduction as a result of the proposed project.*

Limit: 200 words

COMPETITIVE GRANTS

☛ SEWER PROJECT SUPPLEMENTAL QUESTIONS

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

Please respond to the following yes/no questions. Provide a short explanation in the field provided when prompted.

➔ Are there documented public health or safety threats?*

Example: protect a public drinking water source from a leaking lagoon or pipes, sewer on-site systems, conservation easement for source water protection, sewage back-ups into homes, operator safety, contact recreation, surfacing sewage, flooding, etc.

YES NO

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

Limit: 200 words

➔ Are there documented toxicity impacts to aquatic life? *

Example: ammonia or metals toxicity in a surface water discharge.

Look up aquatic life standards. [DEQ-7 MONTANA NUMERIC WATER QUALITY STANDARDS](#)

YES NO

If yes, provide a short description of documented toxicity impacts to aquatic life related to this project.*

Limit: 200 words

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

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

Include: the water body name and appropriate segment, the impairment that is related to the project and how the project will address an impairment to the water body. Include information on whether the project will:

- restore the water body to full beneficial uses,*
- will improve water quality but not restore full beneficial use or*
- may or may not improve water quality.*

[Final 2020 Water Quality Integrated Report](#)

[Appendix A - Impaired Waters, 303\(d\) List \(Excel format\)](#)

YES NO

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

Limit: 200 words

☛ Does the project reduce sediment and/or nutrient loads to surface waters or riparian areas? *

YES NO

If yes, provide a short description of reduction of sediment and/or nutrient loads - include a load reduction estimate.*

Limit: 200 words

➤ **Is the purpose of the project for compliance with national secondary standards?**

*Example: national secondary standards or basic stabilization requirements are not met.
<https://www.epa.gov/sdwa/drinking-water-regulations-and-contaminants>*

YES NO

If yes, how does the project help meet national secondary standards?

Limit: 200 words

➤ **Does the proposed project help meet a TMDL? ***

YES NO

If yes, how does the project help meet a TMDL?*

Specifically state which TMDL - include section and page number and how the project will address the impairment. Specify if the project or activity is cited in the TMDL or associated Watershed Restoration Plan.

Limit: 200 words

➤ **Are permit compliance issues being addressed? ***

YES NO

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

Limit: 200 words

➔ **Is the system under formal enforcement action? ***

YES NO

If yes, provide a short description of the formal enforcement action and how the project will return the system to compliance.*

Limit: 200 words

➔ **Project effectiveness - Choose from the following:***

Project is expected to eliminate health hazards or restore local water body to fully supporting all uses that are impacted by the activity.

Examples: All septic tanks in an area are being replaced by sewer. A small stream is listed for nutrients and the primary source of the nutrients is the WWTP and BNR, total retention or spray irrigation is proposed. (Note: This scenario would probably only apply for a large discharge in a small stream.) Stormwater project which eliminates flooding that is public health related. Eliminate sewer backups into homes.

Project directly improves the quality of ground or surface water, but may not fully restore uses as indicated above.

Examples: Stormwater retention to prevent runoff from reaching sediment-impacted stream. I/I correction to eliminate SSOs or to improve treatment efficiency. Separation of sanitary and storm sewers. WWTP upgrade that improves treatment capabilities/effluent quality. Fix existing leaking lagoons (unless conversion to spray irrigation or total retention, in which case, it may be given more points as indicated above). Replacement of failing lift station.

Project is primarily designed to improve infrastructure and/or may not have direct impacts to improving water quality.

Examples: Stormwater collection not related to public health or safety. Upgrading unit processes – not expected to reduce pollution. Landfills and related equipment. Replacing old collection systems – not related to treatment improvement or overflows.

➤ 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 how the project will address capacity and/or reliability issues.*

Limit: 200 words

➤ Does the proposed project include beneficial use of biosolids or treated wastewater resulting in reduction or elimination of a discharge to state water AND provides some further benefit such as the growth of crops or turf, industrial reuse.

Proposed project involves beneficial use of biosolids or treated wastewater resulting in reduction or elimination of a discharge to state water AND provides some further benefit such as the growth of crops or turf, industrial reuse.

YES NO

If yes, provide a short description how the project will include beneficial use.

Limit: 200 words

☞ Is the water system metered? *

YES NO

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

Limit: 200 words

☞ Does the project propose to correct infiltration or inflow in the collection system? Is an active, on-going I/I reduction program in place?*

YES NO

If yes, provide a short description of how the project will address I&I or if there is an active I&I reduction program in place.*

Limit: 200 words

☞ Does the project reduce energy consumption or include energy reducing principles or technologies? *

YES NO

If yes, provide details to quantify the energy reduction as a result of the proposed project.*

Limit: 200 words

➔ Does the project improve water use efficiency? *

YES NO

If yes, provide a short description of how the project improve water use efficiency.*

Limit: 200 words

➔ Does the proposed project have benefits in addition to water quality protection such as promoting wildlife habitat?*

YES NO

If yes, describe the project benefits (other than water quality protection) such as promoting wildlife habitat.*

Limit: 200 words

➔ Have water rights or diversion of the point of use been addressed with DNRC? *

YES NO

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

Limit: 200 words

☞ Is 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.*

Limit: 200 words

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

YES NO

If yes, provide a short description how the project extends service to un-sewered areas.*

Limit: 200 words

☞ 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.*

Limit: 200 words

➔ **Does the project help conserve irrigation water or reduce livestock impacts to riparian zones?***

[2017 Montana Nonpoint Source Management Plan – Appendix A](#)

YES NO

If yes, quantify how the project will reduce non-point source pollution and improve water quality in the receiving water body. Or how the irrigation project will conserve in-stream flows to benefit water bodies impaired by temperature. *

Limit: 200 words

➔ LEVEL OF READINESS

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

- **Yes**, indicates that the milestone has been completed.
- **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.

If you answer “Yes” to any of the Readiness questions, please provide the date and upload the corresponding documents.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff, .epub, .key, .mobi, .mus, .musx, .ppt, .pptx, .sib, .xls, .xlsx, .zip

➔ Capital Improvement Plan*

YES NO Not Applicable

Date-Capital Improvement Plan ____/____/____

➔ Growth Policy*

YES NO Not Applicable

Date-Growth Policy ____/____/____

➔ **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.

➔ **Uniform Application***

YES NO Not Applicable

Date-Uniform Application Completed ____/____/____

Uniform Application documents are available for upload online.

➔ **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

Date-MEPA/NEPA Completed ____/____/____

MEPA/NEPA documentation is available for upload online.

➔ **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 ____/____/____

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

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.

Indicate actual or approximate start and end dates for each project milestone.*

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

➤ 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.

➤ Project Funding Package: Table 1*

1. Download Table 1: **Project Funding Package**. [link:](http://dnrc.mt.gov/divisions/cardd/docs/arpa/arpa-website-documents/arpa-budget-with-instructions-and-example-9-26-21.pdf)
<http://dnrc.mt.gov/divisions/cardd/docs/arpa/arpa-website-documents/arpa-budget-with-instructions-and-example-9-26-21.pdf>
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.

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

➤ Detailed Project Budget: Table 2*

1. Download Table 2: **Detailed Project Budget**. [link:](https://repos.dnrc.mt.gov/esri/hub/arpa/assets/Table2ProjectBudget_UPDATED.xlsx)
https://repos.dnrc.mt.gov/esri/hub/arpa/assets/Table2ProjectBudget_UPDATED.xlsx
2. Save table to a local drive;
3. Complete the Project Budget Table. Modify the budget line items and columns to best reflect your 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.

Table 2 Project Budget is complete and ready for upload online.

➔ **Committed Funds-Upload Commitment Letter(s)***

For COMMITTED funding sources in Project Funding Package (Table 1), in the Other Match Funding Sources section you must provide supporting documentation. Examples: signed award letters, meeting minutes or resolutions, approved budget showing commitment of in-kind match. Can upload up to 10 files.

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

➔ **Budget Narrative***

Attach a budget narrative that justifies the costs in the Detailed Project Budget (Table 2) and contains enough detail for reviewers to verify the methodology for cost estimation. Include details on adjustments made to the budget from the PER or Technical Memo. Can upload up to 3 files.

Budget Narrative is complete and ready for upload online.

➔ **Minimum Allocation Grant Requested***

Enter the total request for the Minimum Allocation Grant. If you are not requesting minimum allocation, enter 0 (zero). Can use the Dashboard at <https://arpa-mtdnrc.hub.arcgis.com/pages/minimum-allocation-dashboard>

_\$ _____

➔ **Competitive Grant Requested***

Enter the total request for the Competitive Grant. If you are not requesting a competitive grant, enter 0 (zero).

_\$ _____

➔ **Total Match***

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

_\$ _____

➔ **Total Project Cost***

Total Project Cost = Minimum Allocation Grant Request + Competitive Grant Request + Total Match

_\$ _____

➤ Supplemental Information

Please attach any additional information about the project that may be useful to reviewers and that was not attached above. Can upload up to 5 files.

Compliance with Applicable Federal Law and Regulations

American Rescue Plan Act (ARPA) Water & Sewer Grants are sub-award through House Bill 632. These funds are a sub-award of the ARPA funding provided to the State of Montana under Assistance Listing Number (ALN) (formerly known as CFDA) 21.027 and are contingent upon activities within the project meeting ARPA eligibility and all applicable guidance.

Awards under ARPA will be subject to the federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to Awards and subject to such exceptions as may be otherwise provided by Treasury. The Audit Requirements of the Uniform Guidance, including implementing the Single Audit Act, apply to any ARPA awards.

Please see Treasury's guidance [<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>] for more detailed information on reporting and auditing requirements.

By submitting an application for ARPA Water & Sewer Grants the applicant acknowledges that all awards will be subject to the requirements of section 602 of the American Rescue Plan Act (ARPA), regulations adopted by Treasury pursuant to 602(f) of the Act, guidance issued by Treasury and Uniform Guidance for Federal Awards, 2 C.F.R. Part 200.

I acknowledge that an active registration in SAM.gov is required to receive federal funds through a sub-award.*

Subrecipients at all tiers of the federal award process are subject to the Universal Identifier and System for Award Management (SAM), 2 C.F.R. part 25. Once an application is submitted, DNRC will send the applicant an additional form requesting SAM.gov registration confirmation. Awards will be contingent upon confirmation of an active registration in SAM.gov.
<https://sam.gov/content/entity-registration>

I acknowledge that an active registration in SAM.gov is required for third party subrecipients to receive federal funds through a sub-award.*

ARPA WATER & SEWER INFRASTRUCTURE GRANTS

If the DNRC Subrecipient awards/passes any of its ARPA funds to another entity to do programmatic work, that entity is considered a Third-Party Subrecipient and the DNRC Subrecipient is considered a Pass-Through Subrecipient.

Subrecipients at all tiers of the federal award process are subject to the Universal Identifier and System for Award Management (SAM), 2 C.F.R. part 25.

Once an application is submitted, DNRC will send the applicant an additional form requesting SAM.gov registration confirmation. Awards will be contingent upon confirmation of an active registration in SAM.gov.

<https://sam.gov/content/entity-registration>

Example: ABC County sponsoring an application for XYZ Water & Sewer District. The ABC County is the subrecipient and the XYZ Water & Sewer District is the third party subrecipient. BOTH the county and the water & sewer district are required to have an active SAM.gov registration to receive federal funds.

BEFORE YOU SUBMIT

Please Note:

The verification of receipt will only go to the email address associated with the person that registered for the Submittable account.

Once you have completed your application, please click “Save Draft” and “Submit”.

This document is provided as a worksheet. Applications must be submitted online at <https://grants.dnrc.mt.gov/submit/199753/arpa-water-sewer-infrastructure-grant-application-v-2>

APPENDIX D - ACRONYMS AND REFERENCES

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

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

[U.S. Treasury Compliance and Reporting Guidance – State and Local Fiscal Recovery Funds](#)

[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

SLFRF State Local Fiscal Recovery Funds

SWTR Surface Water Treatment Rule

TMDL Total Maximum Daily Load

TSEP Treasure State Endowment Program

USDA United States Department of Agriculture

WWTP Wastewater Treatment Plant