



MARYLAND DEPARTMENT OF THE ENVIRONMENT

Montgomery Park Business Center
1800 Washington Boulevard, Baltimore, MD 21230-1708
(410) 537-3000 1-800-633-6101 <http://www.mde.state.md.us>

MARYLAND WATER QUALITY FINANCING ADMINISTRATION (MWQFA) APPLICATION FOR CAPITAL PROJECT FINANCIAL ASSISTANCE

COMPLETE ONE APPLICATION PER PROJECT FOR THE FFY 2010/SFY 2012 FUNDING CYCLE

TO BE CONSIDERED FOR FUNDING, MDE MUST RECEIVE THE COMPLETED SIGNED APPLICATION
(INCLUDING ATTACHMENTS) BY JANUARY 29, 2010

FOR ASSISTANCE TO COMPLETE THIS APPLICATION, PLEASE CONTACT MWQFA AT (410) 537-3908

SELECT ONLY ONE OF THE FOLLOWING STATEMENTS:

- This application is for grant or loan principal forgiveness only
 This application is for grant and/or low interest rate State Revolving Fund Loan

PROJECT INFORMATION: Attach a copy of a current ADC map with the exact project location clearly marked

Project Name: _____

Project Location/ Address (inc. Zip Code +4): _____

County: _____

Latitude: _____ Longitude: _____

Congressional District: _____ Go to <http://planning.maryland.gov/OurProducts/LegCongMaps.shtml> for mapping help.

Legislative District: _____ Go to <http://planning.maryland.gov/OurProducts/LegCongMaps.shtml> for mapping help.

River Basin Designation: For each project (EXCEPT DRINKING WATER), provide the eight-digit watershed designation according to the location of the project within the watershed (for wastewater treatment plants, identify according to the location of the discharge point). Go to <http://mddnr.chesapeakebay.net/wsprofiles/surf/prof/prof.html> for mapping help.

Watershed Name: _____ Numeric Eight-Digit Watershed Designation _____ - _____ - _____ - _____

APPLICANT INFORMATION

Applicant Name: _____

Applicant Address (inc. Zip Code + 4): _____

Federal Tax Identification Number: _____

CONTACT INFORMATION

Contact Person: _____ Title: _____

Contact Address (inc. Zip Code + 4): _____

Phone Number: _____ Fax: _____ E-mail: _____

I. PROJECT CATEGORY: Check appropriate project type (one application per project type)

- Water Quality Point Sources*** [] Existing WWTP Upgrade at Existing Design Capacity
Funding is available only for [] Existing WWTP Expansion
“publicly” owned (sewerage) [] New WWTP Construction
treatment works [] Sewage Inflow/Infiltration Correction
[] Combined Sewer Overflow/Sanitary Sewer Overflow Correction
[] Sewerage Collection System for Failing On-Site Septic Area
[] Sewerage Collection System for New Development
[] Sewerage Interceptors and Pumping Stations
[] Other: _____

Does the proposed project include any energy or water efficiency elements? [] No [] Yes – Provide brief explanation in response to Section II.

* For point source projects, complete all Sections except VIII-C, and IX

- Water Quality** [] Stormwater Management - Traditional Infrastructure (e.g., pond, pipes, pumps etc.)
Non-Point Sources* [] Stormwater Management - Green Infrastructure (e.g., low impact, impervious, innovative)
[] Stream Restoration – Traditional Infrastructure (e.g., bulkheads, channel lining,)
[] Stream Restoration - Green Infrastructure (e.g., living shoreline, riparian buffer)
[] Wetland Creation or Restoration
[] Municipal Landfill Capping
[] Other: _____

* For non-point source projects, complete all Sections except VIII

- Safe Drinking Water*** [] Source Water Development
Funding is available only for [] Water Treatment
“community” water systems & [] Treated/Finished Water Storage
“non-community non-profit” water [] Distribution Mains to existing Failing On-Site Well Community
systems to address existing needs [] Transmission/Distribution Mains to Non-Failing On-Site Areas
[] Other: _____

Does the proposed project include any energy or water efficiency elements? [] No [] Yes – Provide brief explanation in response to Section II.

* For drinking water projects, complete all Sections except IX

II. PROJECT DESCRIPTION: Provide the following information in the requested format. On a separate page titled “Project Summary”, provide a brief description of the project by answering the following questions:

1. Why is the project needed, what problem is being corrected, and why must the problem be addressed? Include current capacity, planned expansion capacity, and explain why expansion is needed.
2. What alternative solution options were considered and what option was selected? Include quantifiable measures associated with the project (e.g., 1,000 LF of 8 inch sewer pipe), and resulting public health and/or water quality benefits (e.g., WWTP nitrogen removal, drinking water arsenic removal)
3. Why is the proposed project the best alternative to resolve the problem?
4. How does the applicant plan to ensure long-term maintenance of this capital improvement?
5. For water efficiency and energy efficiency projects, what benefits/savings will be achieved by the project as compared to the current level of efficiency?

III. PROJECT FUNDING: Provide sources and uses of funding for this project and identify use(s) the requested funding is for. Identify revenue sources for loan repayment (if seeking loan funding) on a separate page.

Project Funding Sources	Amount	Proposed Funding Use(s)	Amount	Use(s) Funds are Requested for
MDE Grant (this request)		A/E Planning		A/E Planning []
MDE Loan (this request)		A/E Design		A/E Design []
MDE Grant (prior funding)		A/E Const. Mgmt.		A/E Const. Mgmt. []
MDE Loan (prior funding)		Construction		Construction []
Applicant		Land		Land [] note, generally not eligible
U.S. Corps of Engineers		Contingency		Contingency []
Federal (EPA) STAG/SAP		Administrative		Administrative []
Rural Development (USDA)		Water Conservation Plan		Water Conservation Plan
CDBG (DHCD)		Other		Other []
Other				
TOTAL PROJECT COST		TOTAL PROJECT COST		

IV. PROJECT SCHEDULE AND CURRENT STATUS: Provide the project schedule and A/E Firm below:

Phase	Start (Month/Year)	Completion (Month/Year)	Percent Completion
Planning			
Design			
Bidding			
Construction			

Current project status: [] Planning [] Design [] Bidding

A/E Firm: _____ [] Planning OR [] Design

Contact: _____

Phone #: _____ Email Address: _____

V. PERMITS: Provide the status of all federal, State and local permits required for the project on a separate page. For more information on permits, go to: <http://www.mde.state.md.us/permits/index.asp>

VI. COMPLIANCE STATUS: Is this project required due to a compliance action (e.g., approved TMDL, MDE Notice of Violation, Consent/Judicial Order, or the Local Health Department Action).

[] No

[] Yes – Summarize on a separate page and provide a copy of the compliance action

VII. PUBLIC HEALTH/SAFETY: Is this project necessary to address a public health or safety issue?

[] No

[] Yes – Summarize on a separate page and provide documentation from an approving authority (e.g, local health dept.)

VIII. COMPLETE THIS SECTION FOR WASTEWATER (SEWAGE) OR DRINKING WATER PROJECTS ONLY. NONPOINT SOURCE PROJECTS SHOULD SKIP TO SECTION IX.

A. Compliance With Priority Places/Priority Funding Area (PFA): To qualify for funding, the wastewater or drinking water project must be located within and limit service to a designated PFA or granted an exception as allowed by PFA law, or otherwise determined to be consistent with PFA law. For wastewater and drinking water projects, indicate whether or not the project is located in a PFA:

[] Yes - Attach a current color copy of Maryland Department of Planning's (MDP) PFA map. PFA maps can be accessed at <http://mdpgis.mdp.state.md.us/pfa/pfa.htm>.

No - Provide an explanation on a separate page. If not in PFA, the County, MDE and Maryland Office of Planning, must resolve the PFA consistency issues before your project will be eligible for financial assistance. For guidance on PFA exception visit MDE's website: http://www.mde.state.md.us/assets/document/water/PFA_Exception_Procedure.pdf or call Brigid Kenney, MDE's Planning Director at (410) 537-3085. If an exception has already been granted, provide a copy of the exception determination.

B. Inclusion in County Water and Sewer Plan and Consistency with local Land Use Plan: To be considered for funding, the wastewater or drinking water project must be included in the County Water and Sewer Plan and consistent with the local Land Use Plan. For wastewater and drinking water projects, indicate whether or not the project is included in the County Water and Sewer Plan and is consistent with the Local Land Use Plan:

Yes - Provide a copy of the applicable page(s) from the current county Water & Sewer Plan and approved amendments as well as a copy of the service area map.

No – If not in County Water and Sewer Plan and Consistent with the local Land Use Plan, the project cannot be considered for funding.

C. Drinking Water Audit and Conservation Plan: Drinking water projects only are subject to the following funding conditions:

- All water systems that serve a population greater than 10,000 must submit a water conservation plan and/or a water audit prepared in accordance to MDE guidance found at: http://www.mde.state.md.us/assets/document/water_cons/WCP_Guidance2003.pdf
- All other water systems that serve a population less than 10,000 are encouraged to prepare a water audit and a water conservation plan in accordance to the above MDE guidance. Submission of the water audits and water conservation plans can enhance the ranking status of these systems within their associated ranking category.

For all drinking water projects, indicate the size of the water system and whether or not a water conservation plan and/or a water audit is provided with this application.

Water System Size Population greater than or equal to 10,000 Population less than 10,000

Water Audit Attached? Yes No Water Conservation Plan Attached? Yes No

* If “no”, the applicant may request funding for a water conservation plan along with the capital project.

D. Community & Water/Sewer System Information: For wastewater and drinking water projects, please provide the following:

1. The number of households (Equivalent Dwelling Units (EDUs)) to be served by the proposed project.

Current (2010) Future (2030)

2. Median Household Income (MHI): _____ Reference Year/Source: _____

3. Summarize the **EXISTING** User Charge System for Residential Households

Select Only One (based on water or sewer project): Water User Rates Sewer User Rates

Billing Cycle (BC): _____ (e.g., Quarterly)

Minimum Charge/BC: _____ (e.g., \$30 for first 4,000 gallons)

Variable Rate/BC: _____ (e.g., \$2.70/1,000 gallons for next 7,000 gallons, etc.)

Other Charges/year/EDU: _____ (e.g., Avg. \$300/yr/EDU front foot assessment etc.)

E. Numeric Project Benefit Measurement:

Wastewater (Sewerage) Project ONLY – Complete all applicable

Total Nitrogen Removed (lbs/yr): _____	Cost/lbs Nitrogen Removed (Capital \$/lbs per yr): _____
Total Phosphorus Removed (lbs/yr): _____	Cost/lbs Phosphorus Removed (Capital \$/lbs per year): _____
Linear Feet of Sewer Main/Rehab. (lf): _____	Cost/lf (Capital \$/linear feet): _____
Sewer Main Diameter (inches): _____	Cost/EDU (Capital \$/Number of EDU) _____
Current Discharge Flow (mgd) _____	

Drinking Water Project ONLY – Complete all applicable

Finished Water Storage (gallons): _____	Cost/gallon (Capital \$/gallon of storage): _____
Linear Feet of Water Main/Rehab. (lf): _____	Cost/lf (Capital \$/linear feet): _____
Water Main Diameter (inches): _____	Cost/EDU (Capital \$/Number of EDU): _____
Current Water Treatment Flow (mgd): _____	
Well Yield Rate (gallons/min): _____	

IX: COMPLETE THIS SECTION FOR NON-POINT SOURCE PROJECTS ONLY

Numeric Project Benefit Measurement (provide as applicable):

Stormwater Drainage Area (acres): _____	
Sediment Removed (tons)*: _____	Cost/ton Sediment Removed (Capital \$/ton): _____
Nutrient Removal (lbs/yr TN or TP)* _____	Cost/lb Nutrient Removed (Capital \$/lb per yr): _____
Stormwater Pond Capacity (gallons) _____	Cost/acre of drainage area (Capital \$/acre): _____
Linear Feet of Restoration (lf): _____	Cost/lf (Capital \$/linear feet): _____
Wetlands Created or Restored (acres): _____	Cost/acre of wetlands (Capital \$/acre): _____
Landfill Capping (acres): _____	Cost/acre of landfill capping (Capital \$/acre) _____

To calculate reductions, please use the spreadsheet posted at http://www.mde.state.md.us/assets/document/water/NPS_Load_Reduction_Calculator.xls

SIGNATURE

I CERTIFY, I AM AN AUTHORIZED OFFICIAL PERMITTED TO SIGN AND SUBMIT THIS APPLICATION ON BEHALF OF THE APPLICANT

Name: _____ **Title:** _____

Authorized Official Signature: _____ **Date:** _____

PLEASE SUBMIT THE COMPLETED APPLICATION BY JANUARY 29, 2010 AS FOLLOWS

Mail two (2) signed hard copies and one CD of the complete application and all supporting documents to:

Ms. Elaine Dietz
Maryland Water Quality Financing Administration
Maryland Department of the Environment
Montgomery Park Business Center
1800 Washington Boulevard, Suite 515
Baltimore, MD 21230-1708

GENERAL INFORMATION FOR APPLICANTS

Minority And Women Business Enterprise (M/WBE)/Disadvantaged Business Enterprise (DBE) Participation: All projects receiving State and federal funding are required to comply with Minority and Women Business Enterprise (grant only projects) and Disadvantaged Business Enterprise (loan projects) participation requirements. For M/WBE and DBE guidance, requirements, and forms, please visit the following website:

http://www.mde.state.md.us/programs/waterprograms/water_quality_finance/mwbe/index.asp

Water Quality And Drinking Water State Revolving Loan Fund (SRF) Applicants Only: Public entities applying for an SRF loan in excess of \$400,000 through the Maryland Water Quality Financing Administration (MWQFA) should declare official intent for reimbursement of costs the applicant wishes to be compensated for from tax-exempt debt (including a loan from WMQFA) prior to making any expenditure associated with the project. The Administration advises the applicant to coordinate those efforts with MDE and local/borrower's bond counsel to ensure satisfaction of SRF loan requirements and IRS regulations.