



# AMERICAN RESCUE PLAN ACT OF 2021 MONTANA INFRASTRUCTURE ADVISORY COMMISSION

## WATER & SEWER GRANT APPLICATION GUIDELINES

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*AMERICAN RESCUE PLAN ACT OF 2021, [PUB. L. NO 117-2](#)*

*ARPA INTERIM FINAL RULE, [86 FR 26786, Page 26786-26824](#)*

*AN ACT IMPLEMENTING THE AMERICAN RESCUE PLAN ACT [MONTANA HOUSE BILL 632](#)*

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**Application Starts on Page 26.**

**Version 2 – June 30, 2021**

**Updates:** Minimum Allocation Grant Review – reference to ranking was removed, page 9.

Update to Fair Labor Standards on page 14.

Updates to instructions 10 – 13 on page 16.

Application formatting updated pages 26 – 51.

Update the link to the DEQ 303(d) list on page 29.

Update to Match Ranking Criteria - pages 64-65.

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## 1. GENERAL INFORMATION

The American Rescue Plan Act (ARPA) of 2021 provided state and local aid to make “*necessary investments in water and sewer infrastructure.*” The 67<sup>th</sup> Montana Legislature passed [House Bill 632](#) which directed the federal funds available under ARPA for use in Montana. House Bill 632 sections 1 through 5 address how the federal funds will be distributed to necessary water and sewer infrastructure projects. [House Bill 632](#) establishes an Infrastructure Advisory Commission which will oversee spending on water and sewer infrastructure projects along with the Governor of Montana. [House Bill 632](#) establishes two grant programs for water and sewer:

### 1. COMPETITIVE GRANT PROGRAM

#### 2. MINIMUM ALLOCATION GRANTS TO LOCAL GOVERNMENTS

The Competitive Grant Program is open to state and local governments as defined by HB 632 § 2(3) and applications will be ranked and recommended to the Commission and Governor for approval. The Minimum Allocation Grant Program establishes \$150 million for grants to local governments based on the gas tax breakdown in § 15-70-101, MCA and does not have a ranking process. Both of these programs appropriate ARPA § 602 funds. “Nonentitlement units of local governments” will receive separate “coronavirus local fiscal recovery funds” pursuant to APRA § 603 and HB 632 § 24.

The Montana Department of Natural Resources and Conservation (DNRC) is responsible for reviewing and ranking projects as well as recommending them for funding to the Infrastructure Advisory Commission.

The Montana Department of Commerce (Commerce) is responsible for assembling a technical assistance team to notify local governments, with an emphasis on rural local governments, about the water and sewer grant opportunities available, to assist local governments in the application process, and to offer limited engineering assistance.

The Montana Department of Environmental Quality (DEQ) reviews plans and specifications for new systems and alterations to existing public water supply and wastewater systems. DEQ staff will assist with the implementation of projects funded by ARPA by providing ongoing technical assistance with plan and specification review.

## 2. INFRASTRUCTURE ADVISORY COMMISSION

The commission shall **review applications for funding** for state capital projects and **state and local government water and sewer infrastructure projects** and shall provide recommendations to the executive on which projects should be funded. HB 632 § 1.

The commission is comprised of:

- Sen. Doug Kary (R-Billings)
- Sen. Mike Cuffe (R-Eureka)
- Sen. Ellie Boldman (D-Missoula)
- Rep. Dan Bartel (R-Lewistown)
- Rep. Sue Vinton (R-Billings)
- Rep. Jim Keane (D-Butte)

- Amanda Kaster, Director of the Department of Natural Resources and Conservation
- Chris Dorrington, Director of the Department of Environmental Quality
- Rachel Meredith, Counsel to Governor Gianforte

### 3. APPROPRIATION FOR WATER AND SEWER INFRASTRUCTURE PROJECTS

The total appropriation for state and local water and sewer infrastructure grants is **\$462,689,925** (\$459,023,808 actual). *House Bill 632 Section 2.*

### 4. COMPETITIVE GRANT PROGRAM

**APPLICATION** - For the first round of grants, state and local governments shall submit:

- ✓ Grant request – See Appendix B and apply online at [grants.dnrc.mt.gov](https://grants.dnrc.mt.gov).
- ✓ Matching funds.
- ✓ Certification that the project is a necessary investment in water or sewer infrastructure as defined in ARPA and all applicable guidance. [86 FR 26786 Section II.D.](#)
- ✓ Documentation on local health regulations related to COVID-19 at the time of the application. *HB 632 § 28*

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**DUE to DNRC by July 15, 2021.**

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*\*DNRC is authorized to present additional rounds of grant proposals to the commission as needed. Subsequent submissions, if any, will be due by the dates established by the commission.*

**ELIGIBLE APPLICANTS** - "**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*

Eligible applicant, as defined in HB 632, may apply for grant funds to support another entity within its borders. SEE ELIGIBLE DRINKING WATER ENTITIES and ELIGIBLE CLEAN WATER PROJECT ENTITIES.

**ELIGIBLE USES** - ARPA allows for State, local, and Tribal governments to make necessary investments in water and sewer infrastructure by aligning eligible uses of the Fiscal Recovery 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). [86 FR 26786 Section II.D.1.](#)

## AWARD TIMELINE

Applications for the first round are due to DNRC by **July 15, 2021**.

*DNRC* - will review grant applications, rank projects, and issue a list of recommended projects to the advisory commission by **August 15, 2021**.

*There will be a second round of competitive grants, that deadline will be announced by the Infrastructure Advisory Commission.*

**DNRC shall certify that each project submitted is a necessary investment in water and sewer infrastructure as defined in ARPA and all applicable guidance.**

*THE ADVISORY COMMISSION* - shall review the lists of recommended water and sewer infrastructure projects and issue a list of recommended projects to the governor by the dates established by the commission.

The advisory commission **shall certify that each project submitted is a necessary investment in water and sewer infrastructure** as defined in ARPA and all applicable guidance.

*THE GOVERNOR* - The recommendations of the advisory commission must be considered by the governor and reviewed to comply with ARPA and all applicable guidance. The governor may modify recommendations and shall provide the list of approved projects to the advisory commission and to the legislative finance committee by the dates established by the governor. If the governor modifies the list of recommended projects submitted by the commission, DNRC shall report and explain the changes to the advisory commissions and the legislative finance committee at its next scheduled meeting.

If the governor later determines that a project cannot be completed, **the governor may authorize a different project and provide a report to the advisory commission and the legislative finance committee**. If the governor determines at any time that a project is identified not to be eligible based on ARPA and all applicable guidance, **the governor may authorize a different project** and provide a report to the advisory commission and the legislative finance committee.

## REVIEW AND RANKING APPLICATIONS

For local government water and sewer infrastructure grants, preference may also be given to projects that provide a **higher match rate**. *HB 632 § 3*.

CWSRF and DWSRF were designed to provide funding for projects that protect public health and safety by ensuring compliance with wastewater and drinking water health standards.

In administering these programs (CWSRF and DWSRF), states prioritize projects that ensure compliance with applicable health and environmental safety requirements; address the most serious risks to human health; and assist systems most in need on a per household basis according to state affordability criteria. [86 FR 26786 Section II.D.1](#)

**RANKING** - See the ARPA Water and Sewer Grants – Guidance for Ranking (**APPENDIX C**)

## APPLICATION REVIEW PROCESS

1. DNRC will review all applications as they are received for eligibility.

2. If applications are determined to be **incomplete or ineligible**, DNRC may request additional information from applicants to clarify eligibility. Incomplete applications may delay the ranking process for that application and delay recommendation for funding.
3. If DNRC determines an application is **ineligible**, it will inform the applicant with the reasoning and provide a list of those applications to the Infrastructure Advisory Commission.
4. If an application is determined to be **eligible** for the **COMPETITIVE GRANT PROGRAM**, DNRC will rank projects according to the ranking criteria in Appendix C.
5. DNRC will provide a list with a funding recommendation to the Infrastructure Advisory Commission.
6. See the AWARD TIMELINE above.

#### ELIGIBILITY CRITERIA

____(Pass/Fail)	Eligible Applicants – ARPA and HB632 Definition
____(Pass/Fail)	Eligible water and sewer infrastructure projects – ARPA
____(Pass/Fail)	Local government pledges matching funds
____(Pass/Fail)	Eligible project expenses fall within <b>March 3, 2021 to December 31, 2026</b> . <i>*If a loan as used to pay expenses, they cannot be reimbursed.</i>
____(Pass/Fail)	Certification that the project is a necessary investment in water or sewer infrastructure as defined in ARPA and all applicable guidance.
____(Pass/Fail)	Certification that local government acknowledge and will comply with the health regulations as required in HB 632 § 28.

## 5. MINIMUM ALLOCATION GRANTS TO LOCAL GOVERNMENTS

HB 632 directs that **\$150 million** of the coronavirus state fiscal recovery funds (ARPA § 602) must be used to provide **minimum allocation grants to local governments for water and sewer infrastructure projects eligible for funding under ARPA**. See **APPENDIX A** – Table A: Minimum Allocation Grant for Cities and Towns and Required Match *and* Table B: Minimum Allocation Grant for Counties and Required Match *for complete list of local governments eligible for Minimum Allocation Grants*.

**APPLICATION** - local government (See **APPENDIX A** – Table A: Minimum Allocation Grant for Cities and Towns and Required Match *and* Table B: Minimum Allocation Grant for Counties and Required Match) shall submit:

- ✓ Grant request – See “HOW TO APPLY”
- ✓ Matching funds as required by House Bill 632 Section 4.
- ✓ Certification that the project is a necessary investment in water or sewer infrastructure as defined in the American Rescue Plan Act of 2021 and all applicable guidance. [86 FR 26786 Section II.D.](#)
- ✓ Documentation on local health regulations related to COVID-19 at the time of the application. HB 632 § 28.

**GRANT LIMITS** - The amount a local government is eligible to receive in water and sewer infrastructure grants is in the same proportion and using the same ratios provided for in 15-70-101(2)(b), (2)(c), and (3).

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**DUE to DNRC between July 15, 2021 and January 1, 2023.**

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**REQUIRED MATCH** - The local government shall pledge the lesser of:

**one-to-one matching funds; or**

**25% of the amount that the local government received in coronavirus local fiscal recovery funds provided for in ARPA § 603. A local government may use coronavirus local fiscal recovery funds as matching funds.**

### **AWARD TIMELINE –**

**DNRC** - will review grant applications as they are received and issue a list of recommended projects to the advisory commission by the dates established by the commission.

DNRC shall certify that each project submitted is a necessary investment in water and sewer infrastructure as defined in the American Rescue Plan Act and all applicable guidance.

**THE ADVISORY COMMISSION** - shall review the lists of recommended water and sewer infrastructure projects and issue a list of recommended projects to the governor by the dates established by the commission.



The advisory commission **shall certify that each project submitted is a necessary investment in water and sewer infrastructure** as defined in the American Rescue Plan Act and all applicable guidance.

*THE GOVERNOR* - The recommendations of the advisory commission must be considered by the governor and reviewed to comply with the American Rescue Plan Act and all applicable guidance.

## DEADLINE

Grant funds not applied for and awarded or in a pending status by January 1, 2023, will be transferred to the Competitive Grant Program administered by the DNRC.

## APPLICATION REVIEW PROCESS

1. DNRC will review all applications as they are received for eligibility.
2. If applications are determined to be **incomplete or ineligible**, DNRC may request additional information from applicants to clarify eligibility. Incomplete applications may delay the review process for that application and delay recommendation for funding.
3. If DNRC determines an application is **ineligible**, it will inform the applicant with the reasoning and provide a list of those applications to the Infrastructure Advisory Commission.
4. If an application is determined to be **eligible** for the **MINIMUM ALLOCATION GRANT PROGRAM**, DNRC will provide a list with a funding recommendation to the Infrastructure Advisory Commission.
5. See the **AWARD TIMELINE** –above.

## ELIGIBILITY CRITERIA

____(Pass/Fail)	Eligible Applicants – ARPA and HB 632 Definition
____(Pass/Fail)	Eligible water and sewer infrastructure projects – ARPA
____(Pass/Fail)	Local government pledges matching funds
____(Pass/Fail)	Eligible project expenses fall within <b>March 3, 2021 to December 31, 2026</b> . <i>*If a loan as used to pay expenses, they cannot be reimbursed.</i>
____(Pass/Fail)	Certification that the project is a necessary investment in water or sewer infrastructure as defined in ARPA and all applicable guidance.
____(Pass/Fail)	Certification that local government acknowledge and will comply with the health regulations as required in HB 632 § 28.

## 6. WHAT IS WATER AND SEWER INFRASTRUCTURE?

Applicants shall certify that each project submitted is a **necessary investment in water or sewer infrastructure** as defined in ARPA and all applicable guidance. A recipient may use funds to make investments in: Clean Water State Revolving Fund and Drinking Water State Revolving Fund investments (SRFs). [§ 35.6 Eligible uses.](#)

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*“Necessary investments in projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems. . . Necessary investments are designed to provide an adequate minimum level of service [that] are unlikely to be made using private sources of funds. Necessary investments include projects that are required to maintain a level of service that, at least, meets applicable health-based standards, taking into account resilience to climate change[.]”*

*“States may use Fiscal Recovery Funds to invest in a broad range of projects that improve drinking water infrastructure, such as building or upgrading facilities and transmission, distribution, and storage systems, including replacement of lead service lines.”*

#### 86 FR 26786 Section II.D

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### WATER PROJECTS

The primary use of [DWSRF](#) funds is to assist communities in making water infrastructure capital improvements, including the installation and replacement of failing treatment and distribution systems. [86 FR 26786 Section II.D.1](#) Planning and design are considered eligible uses of funds under the DWSRF program.

<b>Drinking Water (DWSRF) Eligible Projects</b>
Treatment
Transmission and Distribution
Source
Storage
Consolidation
Creation of New Systems
Water Security
Energy Efficiency
Capital Projects
Planning

### ELIGIBLE DRINKING WATER ENTITIES

For the ARPA Competitive Grants, House Bill 632 defines “local government” as 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 (Regional Water Systems), water district, sewer district, irrigation district, water users association, conservation district, or tribal government.

For the ARPA Minimum Allocation Grants, House Bill 632 defines eligible applicants as those that receive funding through the gas tax allocation, as defined in MCA 15-70-101(2)(b), (2)(c), and (3).

However, eligible applicants may apply for grants to fund projects on behalf of other entities. Please verify that project entities are an eligible use under the applicable laws.

Under the [DWSRF](#) Program, eligible entities for projects are public water systems:

- (1) Existing privately-owned and publicly owned community water systems and non-profit non-community water systems, including systems utilizing point of entry or residential central treatment.
- (2) New community water systems that represent cost-effective solutions to existing public health problems with serious risks caused by:
  - Unsafe drinking water provided by individual wells or surface water sources, with the scope of the service area limited to the specific geographic area affected by contamination.
  - Technical, managerial, and financial difficulties that consolidation into a new regional community water system can address, with the scope of the service area limited to that of the systems involved.

To receive assistance, systems must have the technical, managerial, and financial capability to ensure compliance with the Safe Drinking Water Act. If the state determines that a system lacks technical, managerial and financial capability, that system may be eligible to receive assistance if it agrees to undertake feasible and appropriate changes in operations (including ownership, management, accounting, rates, maintenance, consolidation, alternative water supply, or other procedures).

## SEWER PROJECTS

The types of projects eligible for [CWSRF](#) assistance include projects to construct, improve, and repair wastewater treatment plants; control non-point sources of pollution; improve resilience of infrastructure to severe weather events; create green infrastructure; and protect waterbodies from pollution. Planning and design are considered eligible uses of funds under the CWSRF program. [86 FR 26786 Section II.D.1](#)

<b>Sewer (CWSRF) Eligible Projects</b>
Centralized Wastewater Treatment
Energy Conservation – Related to Water Quality
Water Conservation
Stormwater
Agricultural Best Management Practices ( <b>Irrigation</b> )
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

## ELIGIBLE CLEAN WATER PROJECT ENTITIES

For the ARPA Competitive Grants, House Bill 632 defines “local government” as 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 (Regional Water Systems), water district, sewer district, irrigation district, water users association, conservation district, or tribal government. HB 632 § 2.

For the ARPA Minimum Allocation Grants, House Bill 632 defines eligible applicants as those that receive funding through the gas tax allocation, as defined in § 15-70-101(2)(b), (2)(c), and (3), MCA. However, eligible applicants may apply for grants to fund projects on behalf of other entities. Please verify that project entities are an eligible use under the applicable laws.

Under the [CWSRF](#), funding is available to any municipality, intermunicipal, interstate, or State agency for:

- construction of publicly owned treatment works, or

- measures to reduce the demand for publicly owned treatment works capacity through water conservation, efficiency, or reuse; or

- measures to reduce the energy consumption needs for publicly owned treatment works.

Under the [CWSRF](#), funding is available to any qualified nonprofit entity to provide assistance to owners and operators of small and medium sized publicly owned treatment works.

Under the [CWSRF](#), funding is available to publicly or privately owned projects that:

- implement non-point source management programs; or

- develop or implement watershed pilot projects; or

- water conservation projects; or

- decentralized wastewater treatment.

## 7. USE OF FUNDS

A recipient may only use funds to cover costs incurred during the period beginning **March 3, 2021 through December 31, 2026**. Funds must be obligated by December 31, 2024. Any funds not obligated by December 31, 2024, must be returned to the Treasury. [§ 35.5](#).

## 8. ELIGIBLE PROJECT COSTS

A wide range of costs and expenditures associated with a construction project are eligible as part of a project budget. ARPA funds can pay for eligible costs on a reimbursement basis – i.e., the costs must have already been incurred beginning on March 3, 2021. The water system must document eligible costs, typically through engineering cost reports, at the time that it requests reimbursement. Eligible costs include actual pre-construction (planning and design, including costs associated with obtaining project authorization) and construction costs that are directly associated with the project. Applicants may

request project-specific administration funds, this can include costs for legal, accounting, audit, and staffing to comply with grant administration and reporting.

## 9. INELIGIBLE PROJECT COSTS

The following tasks are ineligible:

Activities outside of the scope of work including salaries/wages, travel, conferences and other expenses not directly related to the project.

Costs incurred outside eligible term.

Routine maintenance and operation, as well as tasks that are programmatic in nature.

Routine compliance monitoring expenses.

Indirect costs (for example, facilities or overhead). Indirect costs may be listed as matching funds.

Prepay anticipated costs of future activity.

Costs paid for with loan funds.

### FUND RESTRICTIONS

A recipient may not use funds for deposit into any pension fund. [§ 35.7.](#)

A State or local government shall not use funds to either directly or indirectly offset a reduction in the net tax revenue of the State or local government resulting from a covered change during the covered period. [§ 35.8](#)

A recipient may not use funds to pay interest or principal on any outstanding debts, short-term revenue or tax anticipation notes, or fees or issuance costs associated with the issuance of new debt. Additionally, replenishing financial reserves (e.g., rainy day or other reserve funds) would not be allowed, since such expenses do not directly relate to the provision of government services. [86 FR 26786 Section C.](#)

## 10. WHAT IS MATCH?

### ELIGIBLE MATCH

Matching contributions may be in the form of in-kind services or cash. However, all contributions must be targeted for expenditure on the project specifically identified in the application.

Prior to March 3, 2021, if an applicant has already completed planning and design for a project when they apply for the grant, those actual costs directly associated with the project may be considered as match. Those funds must be substantiated by accounting records.

Eligible in-kind contributions are those project-specific contributions associated directly with project implementation. If your budget includes in-kind labor, always reference the source for your labor value estimate. It may be helpful to use the U.S. Bureau of Labor Statistics website to estimate labor values for Montana: [https://www.bls.gov/oes/current/oes\\_mt.htm](https://www.bls.gov/oes/current/oes_mt.htm)

## INELIGIBLE MATCH

Applicants may not use costs associated with regular operation and maintenance costs as match nor can they claim routine compliance monitoring expenses as matching funds. Limited monitoring to demonstrate the performance of newly installed equipment may be considered match.

## 11. COMPLIANCE WITH APPLICABLE LAWS.

A recipient must comply with all other applicable federal statutes, regulations, and Executive Orders, and a recipient shall provide for compliance with ARPA, this subpart, and any interpretive guidance by other parties in any agreements it enters into with other parties relating to these funds. [§ 35.9](#)

### FAIR LABOR

The interim federal rule projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions, not only to promote effective and efficient delivery of high-quality infrastructure projects but also to support the economic recovery through strong employment opportunities for workers. [86 FR 26786 Section II.D \(hereinafter “Rule”\).](#) The Montana Prevailing Wage Law requires the prevailing wage rates established by the Montana Department of Labor & Industry be paid on public works contracts. Projects using ARPA funds will be required to comply with the Montana Prevailing Wage law. For projects over \$10 million, recipients will be required to report that all laborers and mechanics employed by contractors and subcontractors are paid wages at rates not less than those in the Davis-Bacon Act. [U.S. Treasury SLFRF Compliance and Reporting Guidance](#) Page 21.

### MEPA/NEPA

The US Department of Treasury delegates to its recipients the legal authority to comply with either the National Environmental Policy Act or the Montana Environmental Policy Act (MEPA). MEPA requires state agencies to carry out its policies through the use of a systematic, interdisciplinary analysis of state actions that have an impact on Montana’s human environment. ARPA funded projects will need to comply with the requirements of MEPA.

A guide to MEPA is available here: <https://leg.mt.gov/content/Committees/Interim/2019-2020/EQC/2019-mepa-handbook.pdf>.

### AUDIT

As provided for in the award terms, payments from ARPA as a general matter will be subject to the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200) (the Uniform Guidance), including the cost principles and restrictions on general provisions for selected items of cost. Rule at [26786 Section III.C](#).

### RECOUPMENT

In general. Any amount used in violation of § 35.5, § 35.6, or § 35.7 may be identified at any time prior to December 31, 2026. Rule § [35.10](#).

## REPORTING

Grant recipients will be required to submit quarterly project and expenditure reports, and annual recovery plan performance reports as well as final reports. DNRC requires grant applicants to describe what they intend to accomplish if selected to receive funding, outcomes to determine the effectiveness of proposals and state how they will achieve those outcomes. Reporting is required as part of the federal ARPA requirements and state level transparency. Failure to comply with reporting requirements may result in delays of reimbursement to recoupment of costs or canceling awards.

## 12. HOW TO APPLY

Applications are available through Submittable at [grants.dnrc.mt.gov](https://grants.dnrc.mt.gov). To begin, create or login to your account. From here you can create a new application, edit an existing application, submit an application, and check on the status of an application.

Once you submit your application in Submittable, you will receive a confirmation email. If you do not receive this email, it may mean that your application was not submitted. Make sure to check your Submittable account to verify that the application was submitted. Applicants may have to check spam or junk mail folders.

Resources from Submittable:

- [Help Articles for Submitters](#)
- Getting Started as a Submitter ([video](#))

## 13. GRANT APPLICATION INSTRUCTIONS

It is recommended that you download the application and guidance prior to using the online application.

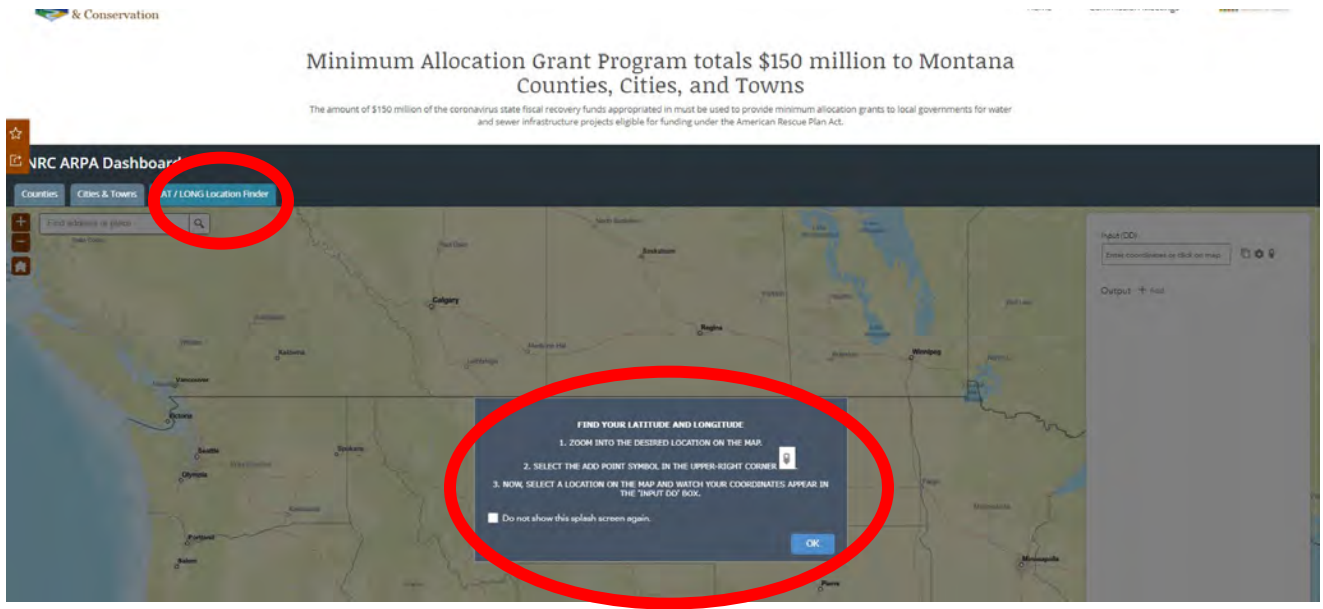
Select either the **Minimum Allocation Grant Application**, **Competitive Grant Application** or Both. Selecting these will determine the level of information required for the application.

### 1. Applicant Entity:

- MINIMUM ALLOCATION GRANT - Eligible entities are those defined in § [15-70-101\(2\)\(b\), \(2\)\(c\), and \(3\), MCA](#). See **APPENDIX A** Table A: Minimum Allocation Grant for Cities and Towns and Required Match and Table B: Minimum Allocation Grant for Counties and Required Match for complete list of local governments eligible for Minimum Allocation Grants.
- COMPETITIVE GRANT - 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,
  - Regional Water Authority (§ 75-6-304, MCA),
  - water district,
  - sewer district,

- ix. irrigation district,
  - x. water users association,
  - xi. conservation district, or
  - xii. tribal government.
2. **Authorized Person:** Individual with the authority to enter into a legal agreement with DNRC.
  3. **Certifications:** These certifications are required by HB 632 and federal ARPA guidance. Failure to certify will deem a project ineligible for funding. Download the certification page, fill out and sign, and upload a scan or photo of the signed certification form.
  4. **Contact Person** - Person to contact about the proposed project – must be knowledgeable about the project.
  5. **Engineering Contact** – Engineer representative authorized to represent the project and answer questions.
  6. **Project Title** – Keep it short, but it must describe the specific project. I.e. Havre Sanitary Sewer Upgrades.
  7. **Name of System** – If local government is applying for grant funds for an eligible entity, please include the name of the permitted entity with DEQ. *Example: Cascade County is applying for a grant for Sand Coulee Water System.*
  8. **County** – the location where the project activities will primarily occur.
  9. **State Agency Projects** – may have different requirements. Please indicate if the project will occur on a project owned or operated by the State of Montana.
  10. **Population of Service Area** – include city, town, county or service area (*i.e. water or sewer or irrigation district*) population. DNRC's [Minimum Allocation Dashboard](#) also provides population.
  11. **Median Household Income** – use the Department of Commerce Census and Target Rate ([link](#)) to look up MHI and other data for the community. If a different source is used please cite and provide justification. DNRC's [Minimum Allocation Dashboard](#) also provides MHI.
  12. **Average Water & Sewer Rates** – *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.*
  13. **Location (Latitude, Longitude)** - use DNRC's [Minimum Allocation Dashboard](#) LAT/LONG Location Finder tool to provide an accurate project location for tracking and reporting purposes.





#### 14. Project Type –

- a. Select “WATER” if the project is eligible under the Drinking Water SRF. For additional information on project eligibility please consult the EPA’s Drinking Water SRF Eligibility Handbook, June 2017 ([link](#)).
- b. Select “SEWER” if the project is eligible under the Clean Water SRF Program. For additional information on project eligibility please consult EPA’s Clean Water SRF Eligibility Handbook, May 2016 ([link](#)).
- c. If the project has both water and sewer eligibility, please select the project type that represents the majority of the work being done.
- d. If “Other” is selected, provide supplemental information on why the project should be considered for ARPA funding. Include citations.

#### 15. Problem -

- a. What is the reason for the project? Prepare a short problem summary that will provide the need and urgency of the problem. 200-word limit.
  - i. Give a history of the problem that will be resolved by the project and all previous work that has been done to address this problem.
  - ii. Explain the immediacy of the need or problem, including the cause and how long it has existed.
  - iii. Explain the severity of the problem or need, and the extent of the area involved.
  - iv. Address any growth issues that are impacting the project area.

#### 16. Project Summary - 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. The Project Summary should be brief and concise and be clearly tied to solving the problem specified above. 1,000-word limit.

- a. **Project Goal:** Short statement of the overarching outcome the project is supposed to achieve.
  - i. *Example: Provide safe and reliable drinking water for the community.*

- b. **Project Objectives:** Tangible deliverables that will help achieve the project goal. Can have multiple objectives.
    - i. *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.*
  - c. **Project Effectiveness:** Include measurements for each objective specified above.
    - i. *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.*
17. **Level of Readiness** – please indicate all steps that have been completed and include dates. Attach relevant documents or provide hyperlinks to those documents if published online. Ranking will include points for readiness to proceed.
18. **Project Schedule** – indicate the actual or estimated start and end dates for each phase of the project – if applicable. Example: If the project estimate start date is summer 2022, use July 1, 2022.
19. **Project Budget** – Required fields include:
- a. Minimum Allocation Grant Request (can equal zero if not included in this application);
  - b. Competitive Grant Request (can equal zero if not included in this application);
  - c. Match (required) this is a sum of all of the match funding sources; and
  - d. Total Project Cost (required) this is a sum of the Minimum Allocation, Competitive, and Match amounts.
20. **Budget Justification** – Optional. Attach and upload a document that provides additional details on the status of commitment if necessary or provides detail and justifies the costs in the project budget table.
21. **Table 1. Project Funding Package** – Download the Excel table from (link) and save to a local drive. Table may be modified to add or subtract columns or rows to fit individual projects. Once completed upload table to the application.
- a. Please enter the total estimated project cost and the sources and amounts of ALL funding that may be used to complete the proposed activity. Include funding sources even if you have not yet applied for or have not received a commitment from the source. Indicate the type of funding from all sources, such as in-kind services, grants, cash, etc. Describe the status of those funding commitments. Funding commitment letters will be required as part of the project contracting.

*\*WARNING Recipients cannot use ARPA funds to satisfy nonfederal matching requirements for other Federal programs whose statute or regulations bar the use of Federal funds to meet matching requirements.*

- b. For MINIMUM ALLOCATION GRANTS TO LOCAL GOVERNMENTS – match funding is required. It is funds equivalent to either one-to-one matching funds or 25% of the local coronavirus fiscal recovery funds provided to the grant applicant. See APPENDIX A - MINIMUM ALLOCATION GRANT TABLES A and B. Required match is calculated using the estimated values of the local coronavirus recovery funds.
- c. For COMPETITIVE GRANT PROGRAM- preference may be given to projects that provide a higher match rate.

- d. Status of Commitment choose one of the four options:
    - i. **No Contact** - No contact has yet been made with the funding source;
    - ii. **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;
    - iii. **Application Submitted** - An application has been submitted, but funding has not yet been awarded. Briefly describe status of application; or
    - iv. **Funds Committed (date)** - Funds have been committed by the funding source. Attach a copy of the commitment letter or other documentation verifying the commitment of funds.
22. **Table 2. Project Budget** - Download the Excel table from (link) and save to a local drive. Table may be modified to add or subtract columns or rows to fit individual projects. Once completed upload table to the application. The costs should be designated either as administrative costs or activity costs. Activity costs must be divided into the tasks that are outlined in a scope of work. Please identify the costs of professional contracted services, construction activities, travel, equipment, and other personnel for each task.
- a. Include administrative costs to hire an auditor, attorney fees, or other administrative professional services needed for the contract.
  - b. The budget must include contingency for construction costs.
  - c. Attach a budget narrative that justifies the costs in the Project Budget Table.

## APPENDIX A MINIMUM ALLOCATION GRANT TABLES

Table A: Minimum Allocation Grant for Cities and Towns and Required Match

Cities & Towns	ARPA Minimum Allocation Grant HB 632	ARPA Local Fiscal Recovery Funds (LFR) *US Treasury	MATCH REQUIRED Lesser of 1 to 1 matching OR 25% of ARPA LFR Funds
ALBERTON	\$88,369	\$113,926	\$28,481
ANACONDA	\$901,982	\$2,334,715	\$583,679
BAINVILLE	\$110,585	\$80,719	\$20,180
BAKER	\$422,400	\$483,547	\$120,887
BEARCREEK	\$32,376	\$20,946	\$5,237
BELGRADE	\$1,373,285	\$2,427,440	\$606,860
BELT	\$113,344	\$144,068	\$36,017
BIG SANDY	\$182,739	\$143,557	\$35,889
BIG TIMBER	\$372,616	\$434,502	\$108,626
BILLINGS	\$15,607,145	\$15,940,314	\$3,985,079
BOULDER	\$281,644	\$325,941	\$81,485
BOZEMAN	\$6,779,360	\$12,728,797	\$3,182,199
BRIDGER	\$172,938	\$192,857	\$48,214
BROADUS	\$132,200	\$118,013	\$29,503
BROADVIEW	\$54,446	\$46,745	\$11,686
BUTTE	\$5,162,543	\$8,918,664	\$2,229,666
CASCADE	\$165,266	\$173,443	\$43,361
CHESTER	\$220,795	\$217,890	\$54,472
CHINOOK	\$285,847	\$320,321	\$80,080
CHOTEAU	\$447,566	\$436,801	\$109,200
CIRCLE	\$188,046	\$154,541	\$38,635
CLYDE PARK	\$93,830	\$79,442	\$19,860
COLSTRIP	\$396,271	\$573,717	\$143,429
COLUMBIA FALLS	\$877,186	\$1,500,961	\$375,240
COLUMBUS	\$425,641	\$531,058	\$132,765
CONRAD	\$502,084	\$630,935	\$157,734
CULBERTSON	\$195,428	\$203,074	\$50,769
CUT BANK	\$539,323	\$781,900	\$195,475
DARBY	\$141,728	\$203,841	\$50,960
DEER LODGE	\$607,125	\$728,768	\$182,192
DENTON	\$93,671	\$59,517	\$14,879
DILLON	\$723,832	\$1,098,645	\$274,661
DODSON	\$51,581	\$29,886	\$7,472
DRUMMOND	\$70,090	\$85,572	\$21,393
DUTTON	\$103,602	\$81,485	\$20,371
EAST HELENA	\$421,772	\$537,189	\$134,297
EKALAKA	\$129,781	\$95,023	\$23,756
ENNIS	\$214,133	\$253,651	\$63,413

Cities & Towns	ARPA Minimum Allocation Grant HB 632	ARPA Local Fiscal Recovery Funds (LFR) *US Treasury	MATCH REQUIRED Lesser of 1 to 1 matching OR 25% of ARPA LFR Funds
EUREKA	\$291,031	\$359,148	\$89,787
FAIRFIELD	\$157,489	\$184,683	\$46,171
FAIRVIEW	\$227,256	\$220,700	\$55,175
FLAXVILLE	\$37,313	\$17,114	\$4,279
FORSYTH	\$420,652	\$452,128	\$113,032
FORT BENTON	\$409,748	\$365,789	\$91,447
FORT PECK	\$118,175	\$61,050	\$15,262
FROID	\$86,486	\$51,854	\$12,964
FROMBERG	\$96,370	\$118,524	\$29,631
GERALDINE	\$103,391	\$63,604	\$15,901
GLASGOW	\$591,794	\$848,569	\$212,142
GLENDAVE	\$863,866	\$1,254,207	\$313,552
GRASS RANGE	\$43,717	\$26,821	\$6,705
GREAT FALLS	\$8,505,069	\$19,472,737	\$4,868,184
HAMILTON	\$796,751	\$1,251,142	\$312,785
HARDIN	\$647,557	\$967,604	\$241,901
HARLEM	\$174,762	\$213,292	\$53,323
HARLOWTON	\$240,314	\$252,119	\$63,030
HAVRE	\$1,472,412	\$2,501,006	\$625,252
HELENA	\$5,193,903	\$8,461,172	\$2,115,293
HINGHAM	\$59,527	\$30,397	\$7,599
HOBSON	\$84,971	\$59,006	\$14,752
HOT SPRINGS	\$160,569	\$148,666	\$37,166
HYSHAM	\$96,439	\$77,654	\$19,413
ISMAY	\$33,323	\$4,853	\$1,213
JOLIET	\$109,301	\$167,313	\$41,828
JORDAN	\$123,728	\$98,600	\$24,650
JUDITH GAP	\$58,388	\$31,930	\$7,982
KALISPELL	\$3,554,001	\$6,274,867	\$1,568,717
KEVIN	\$82,113	\$34,740	\$8,685
LAUREL	\$1,098,308	\$1,720,384	\$430,096
LAVINA	\$64,287	\$42,658	\$10,665
LEWISTOWN	\$1,135,907	\$1,481,804	\$370,451
LIBBY	\$573,492	\$709,866	\$177,466
LIMA	\$91,311	\$57,985	\$14,496
LIVINGSTON	\$1,354,722	\$1,992,682	\$498,171
LODGE GRASS	\$100,138	\$114,181	\$28,545
MALTA	\$406,654	\$475,373	\$118,843
MANHATTAN	\$400,714	\$486,867	\$121,717
MEDICINE LAKE	\$97,983	\$56,963	\$14,241
MELSTONE	\$55,392	\$28,098	\$7,025
MILES CITY	\$1,531,937	\$2,110,951	\$527,738
MISSOULA	\$10,107,938	\$14,192,996	\$3,548,249

Cities & Towns	ARPA Minimum Allocation Grant HB 632	ARPA Local Fiscal Recovery Funds (LFR) *US Treasury	MATCH REQUIRED Lesser of 1 to 1 matching OR 25% of ARPA LFR Funds
MOORE	\$82,342	\$45,213	\$11,303
NASHUA	\$112,561	\$73,311	\$18,328
NEIHART	\$36,344	\$12,517	\$3,129
OPHEIM	\$61,263	\$21,201	\$5,300
OUTLOOK	\$44,421	\$12,006	\$3,001
PHILIPSBURG	\$242,319	\$235,770	\$58,943
PINESDALE	\$181,799	\$258,249	\$64,562
PLAINS	\$213,436	\$290,945	\$72,736
PLENTYWOOD	\$360,282	\$442,421	\$110,605
PLEVNA	\$63,397	\$37,550	\$9,387
POLSON	\$919,764	\$1,292,523	\$323,131
POPLAR	\$159,548	\$214,569	\$53,642
RED LODGE	\$529,811	\$588,277	\$147,069
REXFORD	\$27,099	\$40,359	\$10,090
RICHEY	\$74,237	\$43,680	\$10,920
RONAN	\$372,955	\$540,510	\$135,127
ROUNDUP	\$447,329	\$472,563	\$118,141
RYEGATE	\$85,675	\$59,773	\$14,943
SACO	\$84,703	\$47,767	\$11,942
SAINT IGNATIUS	\$157,859	\$211,504	\$52,876
SCOBEY	\$273,783	\$254,673	\$63,668
SHELBY	\$790,045	\$772,193	\$193,048
SHERIDAN	\$145,051	\$189,536	\$47,384
SIDNEY	\$1,081,517	\$1,576,827	\$394,207
STANFORD	\$129,476	\$99,877	\$24,969
STEVENSVILLE	\$327,806	\$529,270	\$132,318
SUNBURST	\$163,547	\$84,806	\$21,201
SUPERIOR	\$197,163	\$221,466	\$55,366
TERRY	\$255,544	\$142,024	\$35,506
THOMPSON FALLS	\$319,951	\$364,512	\$91,128
THREE FORKS	\$436,023	\$524,928	\$131,232
TOWNSEND	\$364,188	\$549,705	\$137,426
TROY	\$187,116	\$246,244	\$61,561
TWIN BRIDGES	\$96,808	\$106,518	\$26,630
VALIER	\$224,916	\$124,144	\$31,036
VIRGINIA CITY	\$123,938	\$55,175	\$13,794
WALKERVILLE	\$224,842	\$180,851	\$45,213
WEST YELLOWSTONE	\$262,483	\$351,485	\$87,871
WESTBY	\$55,242	\$39,338	\$9,834
WHITE SULPHUR SPRINGS	\$291,421	\$237,814	\$59,454
WHITEFISH	\$1,454,142	\$2,118,869	\$529,717
WHITEHALL	\$220,487	\$293,755	\$73,439
WIBAUX	\$169,915	\$151,220	\$37,805

Cities & Towns	ARPA Minimum Allocation Grant HB 632	ARPA Local Fiscal Recovery Funds (LFR) *US Treasury	MATCH REQUIRED Lesser of 1 to 1 matching OR 25% of ARPA LFR Funds
WINIFRED	\$76,296	\$49,811	\$12,453
WINNETT	\$94,332	\$47,256	\$11,814
WOLF POINT	\$478,789	\$697,349	\$174,337

Table B: Minimum Allocation Grant for Counties and Required Match

COUNTIES	ARPA Minimum Allocation Grant HB 632	ARPA Local Allocation Direct Treasury Payment US Treasury	MATCH REQUIRED Lesser of 1 to 1 matching OR 25% of ARPA LFR Funds
BEAVERHEAD	\$1,295,908	\$1,836,134	\$459,034
BIG HORN	\$1,180,802	\$2,587,060	\$646,765
BLAINE	\$1,050,444	\$1,297,706	\$324,427
BROADWATER	\$552,124	\$1,211,464	\$302,866
CARBON	\$767,731	\$2,083,206	\$520,802
CARTER	\$539,699	\$243,186	\$60,797
CASCADE	\$1,787,464	\$15,804,392	\$1,787,464
CHOUTEAU	\$1,226,355	\$1,094,533	\$273,633
CUSTER	\$722,083	\$2,214,705	\$553,676
DANIELS	\$444,537	\$328,263	\$82,066
DAWSON	\$746,961	\$1,672,974	\$418,244
DEER LODGE	\$341,546	\$1,775,338	\$341,546
FALLON	\$435,296	\$552,802	\$138,201
FERGUS	\$1,156,165	\$2,146,333	\$536,583
FLATHEAD	\$4,370,157	\$20,163,099	\$4,370,157
GALLATIN	\$3,094,662	\$22,227,463	\$3,094,662
GARFIELD	\$792,933	\$244,352	\$61,088
GLACIER	\$1,047,584	\$2,671,359	\$667,840
GOLDEN VALLEY	\$292,967	\$159,470	\$39,868
GRANITE	\$501,812	\$656,331	\$164,083
HILL	\$1,191,119	\$3,201,824	\$800,456
JEFFERSON	\$891,913	\$2,373,786	\$593,447
JUDITH BASIN	\$543,084	\$389,836	\$97,459
LAKE	\$1,580,667	\$5,916,109	\$1,479,027
LEWIS AND CLARK	\$2,380,376	\$13,486,352	\$2,380,376
LIBERTY	\$525,281	\$453,935	\$113,484
LINCOLN	\$1,835,890	\$3,880,881	\$970,220
MADISON	\$1,069,123	\$1,670,449	\$417,612
MCCONE	\$589,294	\$323,212	\$80,803
MEAGHER	\$433,287	\$361,672	\$90,418
MINERAL	\$521,172	\$854,066	\$213,517
MISSOULA	\$2,837,580	\$23,230,898	\$2,837,580
MUSSELSHELL	\$510,620	\$899,906	\$224,977
PARK	\$968,874	\$3,225,521	\$806,380
PETROLEUM	\$326,658	\$94,594	\$23,649
PHILLIPS	\$1,037,021	\$768,018	\$192,005
PONDERA	\$616,605	\$1,148,142	\$287,036
POWDER RIVER	\$593,773	\$326,709	\$81,677
POWELL	\$607,444	\$1,338,302	\$334,576
PRAIRIE	\$393,458	\$209,195	\$52,299
RAVALLI	\$2,461,952	\$8,508,802	\$2,127,201
RICHLAND	\$781,422	\$2,098,356	\$524,589
ROOSEVELT	\$921,957	\$2,137,398	\$534,350



COUNTIES	ARPA Minimum Allocation Grant HB 632	ARPA Local Allocation Direct Treasury Payment US Treasury	MATCH REQUIRED Lesser of 1 to 1 matching OR 25% of ARPA LFR Funds
ROSEBUD	\$1,035,265	\$1,735,907	\$433,977
SANDERS	\$1,054,280	\$2,352,808	\$588,202
SHERIDAN	\$649,649	\$642,734	\$160,684
SILVER BOW	\$348,380	\$6,781,829	\$348,380
STILLWATER	\$848,550	\$1,872,845	\$468,211
SWEET GRASS	\$434,934	\$725,868	\$181,467
TETON	\$865,736	\$1,193,983	\$298,496
TOOLE	\$628,462	\$919,912	\$229,978
TREASURE	\$192,883	\$135,190	\$33,798
VALLEY	\$1,319,745	\$1,436,586	\$359,147
WHEATLAND	\$316,090	\$412,951	\$103,238
WIBAUX	\$259,307	\$188,217	\$47,054
YELLOWSTONE	\$2,837,191	\$31,330,634	\$2,837,191

## APPENDIX B GRANT APPLICATION WORKSHEET



### AMERICAN RESCUE PLAN ACT OF 2021 MONTANA INFRASTRUCTURE ADVISORY COMMISSION

### ARPA WATER & SEWER INFRASTRUCTURE GRANT **APPLICATION WORKSHEET**

*COMPETITIVE GRANT APPLICATIONS DUE JULY 15, 2021*

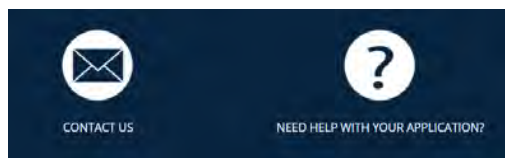
*MINIMUM ALLOCATION GRANT APPLICATIONS DUE JULY 15, 2021 – JANUARY 1, 2023*

*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 when completing the online application, please go to:

<https://arpa-mtdnrc.hub.arcgis.com/>



1-844-406-ARPA(2772)

## ARPA WATER &amp; SEWER INFRASTRUCTURE GRANT APPLICATION

## ➤ Project Title

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*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.*

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## ➤ 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.

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## ➡ 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.)*

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### ➡ AUTHORIZED PERSON *(As listed on page 3.)*

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- ☐ *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](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](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



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- ☐ Surface Water Protection and Restoration
- ☐ Planning/Assessment
- ☐ Other – Must Describe How Project Qualifies for ARPA Funding

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**➡ 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.*

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**➡ PROJECT SUMMARY**

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

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## ➤ 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.*

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### ➤ PROJECT OBJECTIVES

*Can have multiple objectives.*

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### ➤ PROJECT EFFECTIVENESS

*Include measurements for each objective specified above.*

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## 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.

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**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.

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**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.

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**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.

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**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.

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**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?

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**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?

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**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.

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**9) Will this project improve water use efficiency?**

☐ YES      ☐ NO

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

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**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.

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**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.

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## 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.

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**2) Are there documented toxicity impacts to aquatic life?**

☐ YES      ☐ NO

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

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**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://deg.mt.gov/water/resources#Report2020>*

☐ YES      ☐ NO

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

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**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.

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**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?

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**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?

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**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.

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**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.

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**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.

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**10) Are permit compliance issues being addressed?**

☐ YES      ☐ NO

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

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**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.

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**12) Does the proposed project help meet a TMDL?**

☐ YES      ☐ NO

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

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**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.

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**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.

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**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.

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**17) Is the water system metered?**

☐ YES ☐ NO

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

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**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.

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**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.

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**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.

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**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.

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## ➡ 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

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- **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>

## APPENDIX C - GUIDANCE FOR RANKING – COMPETITIVE GRANTS ONLY

### INTRODUCTION

The American Rescue Plan Act (ARPA) of 2021 provided state and local aid to make necessary investments in water and sewer infrastructure. “Necessary investments in projects that improve access to clean drinking water, improve wastewater and stormwater infrastructure systems... Necessary investments are designed to provide an adequate minimum level of service and are unlikely to be made using private sources of funds. Necessary investments include projects that are required to maintain a level of service that, at least, meets applicable health-based standards, taking into account resilience to climate change.”

ARPA allows for State, local and Tribal governments to make necessary investments in water and sewer infrastructure by aligning eligible uses of the Fiscal Recovery 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). [86 FR 26786 Section II.D.1.](#)

CWSRF and DWSRF were designed to provide funding for projects that protect public health and safety by ensuring compliance with wastewater and drinking water health standards. Montana has established priority ranking criteria that is specified in the [DWSRF Intended Use Plan](#) and [Water Pollution Control SRF Intended Use Plan](#) (CWSRF).

ARPA Project Ranking for Necessary Water and Sewer Infrastructure Projects aligns with the federal guidance by using the two established ranking systems in the Montana SRF programs which prioritize health-based standards and address affordability. Those scores were normalized and additional factors were added to award projects that address conservation of renewable resources. Finally, HB 632 states that *for local government water and sewer infrastructure grants, preference may also be given to projects that provide a higher match rate.*

### INSTRUCTIONS

Review will address project eligibility as well as expense eligibility. If the project is ineligible, the reviewer will write a justification. If portions of the project are ineligible, the reviewer will document those portions of the project and a justification. If the project is still technically and financially feasible if the ineligible portions of the project are removed, the reviewer will proceed with ranking.

If there are ineligible expenses, reviewer will note those and indicate where those ineligible expenses impacted the scores.

### ELIGIBLE APPLICANTS

For the ARPA Competitive Grants, House Bill 632 defines "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 (Regional Water Systems), water district, sewer district, irrigation district, water users association, conservation district, or tribal government.

Applicants may apply for funding for another entity so it is important to make sure that the eligible applicant as defined in HB 632 is requesting funds for an entity that would be eligible under the DWSRF and CWSRF programs.

### ELIGIBLE DRINKING WATER ENTITIES

The U.S. Treasury Interim Final Rule states: “Understanding that State, local, and Tribal governments have a broad range of water and sewer infrastructure needs, the interim final rule provides these governments with wide latitude to identify investments in water and sewer infrastructure that are of the highest priority for their own communities, which may include projects on privately-owned infrastructure.

## ARPA WATER & SEWER INFRASTRUCTURE GRANT

Under the [DWSRF](#) Program eligible entities are public water systems:

(1) Existing privately-owned and publicly owned community water systems and non-profit non-community water systems, including systems utilizing point of entry or residential central treatment.

A community water system is a public water system that serves at least 15 service connections used by year-round residents of the area served by the system or regularly serves at least 25 year-round residents. A community water system may be privately or publicly owned.

A non-profit non-community water system is a public water system that is not a community water system and is owned and operated as a non-profit entity such as a school. The non-profit entity could be government owned.

(2) New community water systems that represent cost-effective solutions to existing public health problems with serious risks caused by:

Unsafe drinking water provided by individual wells or surface water sources, with the scope of the service area limited to the specific geographic area affected by contamination.

Technical, managerial, and financial difficulties that consolidation into a new regional community water system can address, with the scope of the service area limited to that of the systems involved.

To receive assistance, systems must have the technical, managerial, and financial capability to ensure compliance with the SDWA. If the state determines that a system lacks technical, managerial and financial capability, that system may be eligible to receive assistance if it agrees to undertake feasible and appropriate changes in operations (including ownership, management, accounting, rates, maintenance, consolidation, alternative water supply, or other procedures).

### ELIGIBLE CLEAN WATER PROJECT ENTITIES

The U.S. Treasury Interim Final Rule states: “Understanding that State, local, and Tribal governments have a broad range of water and sewer infrastructure needs, the interim final rule provides these governments with wide latitude to identify investments in water and sewer infrastructure that are of the highest priority for their own communities, which may include projects on privately-owned infrastructure.

Under the [CWSRF](#), funding is available to any municipality, intermunicipal, interstate, or State agency for:

- construction of publicly owned treatment works, or
- measures to reduce the demand for publicly owned treatment works capacity through water conservation, efficiency, or reuse; or
- measures to reduce the energy consumption needs for publicly owned treatment works.

Under the [CWSRF](#), funding is available to any qualified nonprofit entity to provide assistance to owners and operators of small and medium sized publicly owned treatment works.

Under the [CWSRF](#), funding is available to publicly or privately owned projects that:

- implement non-point source management programs; or
- develop or implement watershed pilot projects; or
- water conservation projects; or
- decentralized wastewater treatment.

### ELIGIBLE PROJECTS AND EXPENSES

The primary use of [DWSRF](#) funds is to assist communities in making water infrastructure capital improvements, including the installation and replacement of failing treatment and distribution systems. [86 FR 26786 Section II.D.1](#) Planning and design are considered eligible uses of funds under the DWSRF program.

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The types of projects eligible for [CWSRF](#) assistance include projects to construct, improve, and repair wastewater treatment plants, control non-point sources of pollution, improve resilience of infrastructure to severe weather events, create green infrastructure, and protect waterbodies from pollution. Planning and design are considered eligible uses of funds under the CWSRF program. [86 FR 26786 Section II.D.1](#)

Applicants must select a project from the list below. If an applicant chooses Other. That project should be flagged for additional review.

Table 3 Eligible Projects

Drinking Water (DWSRF) Eligible Projects	Sewer (CWSRF) Eligible Projects
Treatment	Centralized Wastewater Treatment
Transmission and Distribution	Energy Conservation – Related to Water Quality
Source	Water Conservation
Storage	Stormwater
Consolidation	Agricultural Best Management Practices ( <b>Irrigation</b> )
Creation of New Systems	Decentralized Wastewater Treatment
Water Security	Resource Extraction or Contaminated Sites
Energy Efficiency	Landfills
Capital Projects	Habitat Protection and Restoration (Silviculture)
Planning/Assessment	Groundwater Protection and Restoration
	Surface Water Protection and Restoration
	Planning/Assessment
Other – Must Describe How Project Qualifies for ARPA Funding	Other – Must Describe How Project Qualifies for ARPA Funding

## ELIGIBLE PROJECT COSTS

A wide range of costs and expenditures associated with a construction project are eligible as part of a project budget. ARPA funds can pay for eligible costs on a reimbursement basis – i.e., the costs must have already been incurred beginning on March 3, 2021. The water system must document eligible costs, typically through engineering cost reports, at the time that it requests reimbursement. Eligible costs include actual pre-construction (planning and design, including costs associated with obtaining project authorization) and construction costs that are directly associated with the project.

## INELIGIBLE PROJECT COSTS

The following tasks are ineligible:

Activities outside of the scope of work including salaries/wages, travel, conferences and other expenses not directly related to the project.

Costs incurred outside eligible term.

Routine maintenance and operation, as well as tasks that are programmatic in nature.

Routine compliance monitoring expenses.

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Indirect costs (for example, facilities and administration or overhead). Indirect costs may be listed as matching funds.

Prepay anticipated costs of future activity.

## RANKING

Depending on the project type, choose either Drinking Water SRF **OR** Water Pollution Control SRF Priority Ranking Criteria below. ARPA guidance states “Necessary investments include projects that are required to maintain a level of service that, at least, meets applicable health-based standards, taking into account resilience to climate change.” In addition to the health-based standards, the ranking considers affordability, water and energy conservation and preference for match.

The maximum points in each criteria equals 420. Projects will be also ranked for readiness to proceed and affordability. The maximum potential score for any project is 550.

### **THE FOLLOWING LANGUAGE IS PROPOSED AND UNDER REVIEW FOLLOWING PUBLIC COMMENT:**

Projects may be given preference based on match as a percent of the total local ARPA funds (Local Fiscal Recovery plus Minimum Allocation Grants). Up to 50 points will be given for the match rate, or the percent of match related to the total local ARPA dollars. The number of points will be equal to the percent match up to 50%. Example 21% match = 21 points or 55% = 50 points.

***PROJECT SCORE (600) = DWSRF (420) + READINESS TO PROCEED (80) + AFFORDABILITY (50)+MATCH (50)***

***OR***

***PROJECT SCORE (600) = CWSRF (420) + READINESS TO PROCEED (80) + AFFORDABILITY (50) + MATCH (50)***

## DRINKING WATER STATE REVOLVING FUND PRIORITY LIST RANKING CRITERIA

### PROJECT ELIGIBILITY

#### ELIGIBILITY CRITERIA

- |                   |  |
|-------------------|--|
| _____ (Pass/Fail) | Eligible Applicants –HB 632 Definition   |
| _____ (Pass/Fail) | Eligible Water and Sewer Infrastructure Projects – ARPA  |
| _____ (Pass/Fail) | Local Government Pledges Matching Funds  |
| _____ (Pass/Fail) | Eligible project expenses fall within March 3, 2021 to December 31, 2026. <i>*If a loan as used to pay expenses, they cannot be reimbursed.</i>                |
| _____ (Pass/Fail) | Applicant provided a certification that the project is a necessary investment in water or sewer infrastructure as defined in ARPA and all applicable guidance. |
| _____ (Pass/Fail) | Applicant provided the certification that of compliance with HB 632 Section 28.  |

Project is eligible under the [DWSRF](#) as eligible. Use Table 1 to cite the eligible project category. Note if there are any portions of the project that are ineligible. Indicate if there are any concerns for technical or financial feasibility.

Project expenses are eligible. Describe any issues.

### 1. DOCUMENTED HEALTH RISKS

#### a. Acute health risks

*Does the project address documented acute health risks? Give zero or full points only*  
\_\_\_\_\_ 120 Pts

Revised Total Coliform Rule - Fecal coliform or other pathogens - two or more boil orders in any 24-month period.

Surface Water Treatment Rule (SWTR) treatment technique violation or sources that have been under the direct influence of surface water and have not resolved that designation.

Nitrate or nitrite Maximum Contaminant Level (MCL) violations - MCL violation must be confirmed through routine and check sampling as required by DEQ.



## ARPA WATER & SEWER INFRASTRUCTURE GRANT

### b. Non-acute health risks

*Does the project address documented non-acute health risks? Give zero or full points only.*

\_\_\_\_\_60  
Pts

Revised Total Coliform Rule - Two or more level 2 assessments in any 24-month period. EC Positive Samples

Groundwater Rule and Montana Chlorination Rule - Treatment Technique Violation. Violations may be returned to compliance, but no corrective measures have been taken to resolve the source of violations.

Chemical and Radiological Contaminant Rules – Action level exceedances, MCL Violations and Treatment Technique violations. Violations may be returned to compliance, but no corrective measures have been taken to resolve the source of violations.

Significant deficiencies identified in a sanitary survey.

SUBTOTAL DOCUMENTED HEALTH RISKS \_\_\_\_\_180 Pts

## 2. POTENTIAL HEALTH RISKS

### a. Microbiological and Nitrate Health Risks

*Does the project address potential health risks? Give zero or full points only.* \_\_\_\_\_50 Pts

Water distribution pressures that routinely fall below 35 psi at ground level in the mains, or 20psi at ground level in customers' plumbing systems. Problems must be the result of circumstances beyond the direct control of the water supplier.

Documented leaks or line breaks within the distribution system.

No cross-connection control program.

Nitrate or nitrite detections between 5 mg/L and 10 mg/L within the last 24-months.

### b. Chemical Contaminant Health Risks

*Does the project address potential health risks? Give zero or full points only.* \_\_\_\_\_30 Pts

Chemical contaminant detects are more than 75% of the MCL.

Documented lead service lines.

SUBTOTAL POTENTIAL HEALTH RISKS \_\_\_\_\_80 Pts

## 3. COMPLIANCE

*Choose full points in one of the following:*

## ARPA WATER & SEWER INFRASTRUCTURE GRANT

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

\_\_\_\_\_ 50 Pts

Project addresses a formal state or federal enforcement action

\_\_\_\_\_ 25 Pts

MAXIMUM POINTS IN COMPLIANCE

\_\_\_\_\_ 50 Pts

### 4. CONSOLIDATION OR CREATION OF A NEW SYSTEM

*Give zero or full points only.*

Interconnection of systems to resolve Safe Drinking Water Act non-compliance, achieve the technical, managerial, and financial capacity needed to prevent noncompliance. Projects which will create a community water system to address existing public health problems with serious risks caused by unsafe drinking water provided by individual wells or surface water source. Projects that create a new regional community water system to eliminate individual systems with technical, managerial and financial difficulties.

SUBTOTAL CONSOLIDATION/CREATION

\_\_\_\_\_ 30 Pts

### 5. CONSERVATION

*Give zero or full points only.*

The proposed project will improve water use efficiency?

\_\_\_\_\_ 30 Pts

Water meters are installed in the entire project area.

\_\_\_\_\_ 20 Pts

Proposed project reduces energy consumption or includes energy reducing principles or technologies.

\_\_\_\_\_ 30 Pts

SUBTOTAL CONSERVATION

\_\_\_\_\_ 80 Pts

TOTAL POINTS IN DWSRF

\_\_\_\_\_ 420 Pts

## WATER POLLUTION CONTROL STATE REVOLVING FUND PRIORITY LIST RANKING CRITERIA

### PROJECT ELIGIBILITY

#### ELIGIBILITY CRITERIA

- |                  |  |
|------------------|--|
| _____(Pass/Fail) | Eligible Applicants –HB 632 Definition   |
| _____(Pass/Fail) | Eligible Water and Sewer Infrastructure Projects – ARPA  |
| _____(Pass/Fail) | Local Government Pledges Matching Funds  |
| _____(Pass/Fail) | Eligible project expenses fall within March 3, 2021 to December 31, 2026. <i>*If a loan as used to pay expenses, they cannot be reimbursed.</i>  |
| _____(Pass/Fail) | Applicant provided a certification that the project is a necessary investment in water or sewer infrastructure as defined in ARPA and all applicable guidance.                                   |
| _____(Pass/Fail) | Applicant provided the certification that funds will not be used to directly or indirectly offset revenue resulting from a tax cut enacted since March 3, 2021 or deposit into any pension fund. |
| _____(Pass/Fail) | Applicant provided the certification that of compliance with HB 632 Section 28.  |

Project is eligible under the [CWSRF](#) as eligible. Use Table 1 to cite the eligible category. Note if there are any portions of the project that are ineligible. Indicate if there are any concerns for technical or financial feasibility.

Project expenses are eligible. Describe any issues.

### 1. WATER QUALITY OR PUBLIC HEALTH IMPACTS RELATED TO THE PROJECT

*May assign points to all that apply (Give zero or full points only)*

#### a. Public Health

Is the purpose of the project to protect a public health? \_\_\_\_\_ 75 Pts

*Example: 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.*

#### b. Water Quality

Is the purpose of the project to reduce toxic effects to aquatic life? \_\_\_\_\_ 25 Pts

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

Is the purpose of the project to reduce sediment loading to a surface water body? \_\_\_\_\_ 25 Pts

## ARPA WATER & SEWER INFRASTRUCTURE GRANT

*Example: Channel storm water runoff to settling ponds. Protect streambanks by providing alternate sources of stockwater. Install buffer strips between fields and streams. Generally green infrastructure.*

- Is the purpose of the project to reduce nutrients in a surface water body? \_\_\_\_\_ 25 Pts  
*Example: Implement nutrient management plans to prevent excess fertilizer use. Install waste control structures at animal feeding operations. (Note: Concentrated animal feeding operations do not qualify for nonpoint source projects.) Improve irrigation water use management to reduce return flows. Replace failing septic tanks or sewer the area.*
- Is the purpose of the project for compliance with national secondary standards? \_\_\_\_\_ 25 Pts  
*Example: national secondary standards or basic stabilization req. are not met*
- Is the proposed project to help meet a TMDL? \_\_\_\_\_ 50 Pts
- Project addresses a formal state or federal enforcement action \_\_\_\_\_ 25 Pts
- SUBTOTAL POINTS IN PUBLIC HEALTH AND WATER QUALITY \_\_\_\_\_ 250 Pts

## 2. EFFECTIVENESS OF PROPOSED PROJECT IN IMPROVING WATER QUALITY OR PUBLIC HEALTH

*Pick one of 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: \_\_\_\_\_ 100 Pts

*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.*

Any project that directly improves the quality of ground or surface water, but may not fully restore uses as indicated above. \_\_\_\_\_ 50 Pts

*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. \_\_\_\_\_ 25 Pts

*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.*

SUBTOTAL POINTS FOR WATER QUALITY IMPROVEMENT \_\_\_\_\_ 100 Pts

### 3. ACTIVITY-SPECIFIC CRITERIA

Select either category: a (Point Source Projects) OR b (Nonpoint Source Projects) below.

#### a. Wastewater Projects (Point Source Projects)

May assign points in all categories that apply (Give 0 points or full points only)

##### (1) Capacity Issues

One or more unit processes is nearing or beyond capacity, resulting in adverse impacts to performance. \_\_\_\_\_ 10 Pts

##### (2) Reliability or Obsolescence

Reliability and/or equipment obsolescence is adversely affecting one or more existing unit processes and the proposed project will replace or upgrade the unit process. (This could include leaking lagoons or pipes.) \_\_\_\_\_ 20 Pts

##### (3) Beneficial Use

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. \_\_\_\_\_ 20 Pts

##### (4) Water Conservation

Water meters are installed in the entire project area. \_\_\_\_\_ 10 Pts

An I/I reduction program is being implemented or will be part of the proposed project  
OR I/I is currently less than 20% of the total wastewater flow on an annual basis (i.e., I/I is not a significant problem).

##### (5) Energy Conservation

Proposed project reduces energy consumption or includes energy reducing principles or technologies. \_\_\_\_\_ 10 Pts

SUBTOTAL POINTS FOR WASTEWATER PROJECTS \_\_\_\_\_ 70 Pts

#### b. Nonpoint Source Projects

May assign points in all categories (Give 0 points or full points)

The proposed project will improve water use efficiency \_\_\_\_\_ 20 Pts

*Examples: Improve irrigation water use management to increase return flows or groundwater recharge or to decrease stream withdrawals.*

Proposed project will have beneficial uses in addition to water quality protection such as promoting wildlife habitat. \_\_\_\_\_ 25 Pts

*Examples: Construct, restore, and protect wetlands Projects designed to increase in-stream flows to protect aquatic life. Stream bank restoration, green stormwater projects such as green roofs, vegetated swales, wetlands treatment, etc.*

## ARPA WATER & SEWER INFRASTRUCTURE GRANT

The proposed project's primary purpose is to protect water quality or public health. _____	25 Pts
<i>Example: Sewering an area with on-site systems to protect DW supply.</i>	
SUBTOTAL POINTS FOR NONPOINT SOURCE PROJECTS	_____ 70 Pts
SUBTOTAL POINTS FOR ACTIVITY	_____ 70 Pts
TOTAL POINTS IN CWSRF	_____ 420 Pts

### READINESS TO PROCEED

*May assign points for each category.*

Engineer has been formally hired for planning and design. (0 or full points only)	_____ 10 Pts
Planning document or complete, conceptual plan has been approved by SRF program at DEQ (water and wastewater only). (10 points for submittal of draft planning document)	_____ 10 Pts
All other project funding is in place. (0 or full points only)	_____ 10 Pts
Final plans and specs have been approved or final project approval has been given by SRF program. (10 points for submittal of draft P&S)	_____ 20 Pts
Construction is expected to begin within the next 24 months.	_____ 30 Pts
SUBTOTAL POINTS FOR READINESS TO PROCEED	_____ 80 Pts

### AFFORDABILITY

Expected average household combined water and sewer user rates, including debt retirement and O&M are:

greater than 3.5% of MHI	_____ 50 Pts
between 2.5% and 3.5% (inclusive) of MHI	_____ 25 Pts
between 1.0% and 2.5% (inclusive) of MHI	_____ 15 Pts
1.0% or less of MHI	_____ 10 Pts

Expected average household user rates for water only, including debt retirement and O&M are:

greater than 2.6% of MHI	_____ 50 Pts
between 1.6% and 2.6% (inclusive) of MHI	_____ 25 Pts
between 0.1% and 1.6% (inclusive) of MHI	_____ 15 Pts
0.1% or less of MHI	_____ 10 Pts

If the project is not a drinking water or wastewater system defined by user rates another affordability criteria can be applied.

Local Median Household Income:	
Local MHI less than 75% of the current state MHI	_____ 50 Pts

## ARPA WATER & SEWER INFRASTRUCTURE GRANT

Local MHI 75% - 99.99% of the current state MHI \_\_\_\_\_ 25 Pts

Local MHI 100% - 125% of the current state MHI \_\_\_\_\_ 10 Pts

*Example: Montana MHI is %54,970.*

*Communities less than 75% of State MHI = less than \$41,227.50.*

*Communities 75% - 99.99% of State MHI = \$41,227.50 - \$54,969 – \$41,227.50.*

*Communities 100% – 125% of State MHI = \$54,970 - \$68,712.50*

MAXIMUM POINTS IN AFFORDABILITY \_\_\_\_\_ 50 Pts

### MATCH

HB 632 states that preference may also be given to projects that provide a higher match rate.

The maximum points allowed for match is 50 points. Match points will be awarded based on the greater of the two following methods:

1. **ARPA Match Rate.** This match rate will be calculated by dividing the total match funds for the project by the total ARPA dollars available to a local government which includes the local fiscal recovery funds plus the minimum allocation grant. If a local government is not receiving local fiscal recovery funds or minimum allocation, the applicable county's or city's local ARPA dollars will be used to calculate the ARPA match rate. The ARPA match rate (%) equals the ranking points up to 50% or 50 points.

2. **Total Project Cost Match Rate.** This match rate will be calculated by dividing the total project match funds by the total project cost. The total project match rate (%) equals the match points up to 50% or 50 points.

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*The greater of:*

*Total Project Match/(Total Local Fiscal Recovery Funds + Total Minimum Allocation Grant) = %  
ARPA Match Rate = Points (50 max).*

*Or*

*Total Project Match/Total Project Cost = % Total Project Cost Match Rate = Points (50 max)*

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Matching contributions may be in the form of in-kind services or cash. However, all contributions must be targeted for expenditure on the project specifically identified in the application. Funds or services expended on the project prior to application are eligible as matching contributions to the extent that they apply directly to the project being applied for and are substantiated by accounting records.

Eligible in-kind contributions are those project-specific contributions associated directly with project implementation. If your budget includes in-kind labor always reference the source for your labor value estimate. It may be helpful to use the U.S. Bureau of Labor Statistics website to estimate labor values for Montana:

[https://www.bls.gov/oes/current/oes\\_mt.htm](https://www.bls.gov/oes/current/oes_mt.htm)

## ARPA WATER & SEWER INFRASTRUCTURE GRANT

INELIGIBLE MATCH Projects that will relieve a liable party or include work on an actively permitted site are not eligible. The following tasks are ineligible for match:

- Activities outside of the scope of work including salaries/wages, travel, conferences and other expenses not directly related to the project
- Costs incurred outside of the contract term
- Routine maintenance and operation, as well as tasks that are programmatic in nature
- Administrative costs greater than 5% of the total project cost
- Food and beverages for meetings
- Indirect Costs (example: facilities and administration)

MAXIMUM POINTS IN MATCH

\_\_\_\_\_ 50 Pts



## APPENDIX D - 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 Plant