

Village Safe Water Program Capital Improvement Project Planning Project Application



APPLICATION REQUIREMENTS

All applications must include the following:

- ◆ Planning Project Application (pages 2-4) *Application in any other form will not be accepted*
- ◆ Letter requesting project signed by the applicant
- ◆ Written justification for project costs exceeding the established limits, if applicable.

Application Deadline

All application must be received by 11:59 p.m. on Friday, March 13, 2026.

Application may be submitted to the following:

Email: dec.vswfunding@alaska.gov

Faxes will not be accepted

Mail: Village Safe Water Program
Attention: Carrie Bohan
P.O. Box 11180
Juneau, AK 99811

APPLICATION INSTRUCTIONS

Detailed instructions are provided on pages 5 - 6

APPLICATION REVIEW AND SCORING

All applications received before the deadline will be considered for scoring by applying the eligibility criteria. All eligible applications will be scored using the criteria provided on page 7.

Scoring Committee

A scoring committee will review and score applications according to established criteria. The scoring committee will be made up of representatives from:

	Alaska Department of Environmental Conservation (ADEC)
	US Environmental Protection Agency (EPA)
	US Department of Agriculture, Rural Development (USDA RD)
	Indian Health Service (IHS)
	Alaska Native Tribal Health Consortium (ANTHC)

Scoring Process

If the applicant believes that a scoring error has occurred, they will be provided with an opportunity to inform VSW about the potential error. Only information submitted with the original application will be considered when finalizing the application score.

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COMMUNITY INFORMATION		
Community Name:		Organization (City, Tribe, Association, etc.):
Point of Contact:		Title:
Mailing Address:	City:	Zip:
Phone:	Fax:	Applicant Email Address:

ELIGIBILITY INFORMATION	
Community Type <i>Please check the one box that applies to your community</i>	
<input type="checkbox"/>	First class city or home rule municipality with not more than 1,000 residents
<input type="checkbox"/>	A community with a population between 25 and 1,000 people represented by a Tribal Council, Traditional or Native Village Council, or incorporated nonprofit entity
<input type="checkbox"/>	Second class city or Metlakatla (no population limit)
Previous Planning Projects <i>Please provide information about past planning projects funded by Village Safe Water</i>	
Title	Date Published

PROJECT INFORMATION		
Deficiency Level <i>(A must equal B + C + D)</i>		
	Description	# Homes
A	Total number of year-round occupied homes that will benefit from this project.	
B	Total number of these homes that have previously been served with indoor running water and sewer service via pipes or individual wells and septic systems.	
C	Total number of these homes that have previously been served with indoor running water and sewer service via community covered haul system.	
D	Total number of these homes that have never been served with indoor running water and sewer service.	

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PROJECT INFORMATION

Project Title

Planning Needs

Please provide a brief description of the deficiencies that this planning project would assess.

Proposed Planning Project

Please provide a brief description of the planning activities and outcomes that this project will accomplish.

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PROJECT INFORMATION

Loss of Service

Please provide a description of the duration, frequency, and cause of any system failures occurring during the past 12 months that will be included in the proposed planning effort.

Planning Project Cost Estimate

Scope Item	Cost
Engineering	\$
Aerial Photography	\$
Geotechnical	\$
Surveying	\$
Water Quality Testing	\$
NEPA/NHPA	\$
Other:	\$
TOTAL:	\$

Cost Estimate Prepared by:

Name:	Title:

Organization:

Phone:	Email Address:



Eligibility Information

Community Type

The State of Alaska Village Safe Water (VSW) Statute establishes specific types of communities that are eligible for VSW funding. Your community is eligible if it meets one of the community types listed on the application. If your community is not eligible for VSW funding, contact the ADEC Facilities Programs at (907) 465-5143 to find out about other funding opportunities.

Previous Planning Projects

Each community is eligible for only one CIP funded planning project at a time. If your community has an ongoing planning project funded by CIP, the Preliminary Engineering Report or Technical Memorandum must be reviewed and approved by the Multi-Agency Review Committee before a new planning application will be considered.

Sanitation Deficiency System (SDS)

All planning projects must be supported by a Tier 3 project in the SDS database identifying the deficiencies that the planning project will address. Your assigned Alaska Native Tribal Health Consortium (ANTHC) or VSW engineer can complete this requirement.

Project Information

Deficiency Level

Provide the total number of homes that are occupied year-round that will benefit from the proposed project.

Project Title

Provide a title for the proposed planning project.

Planning Needs

Describe the need for the proposed planning project. Identify the specific issues and associated impacts to public health or the environment.

Proposed Planning Project

Describe what the proposed planning project will consider, what studies or planning efforts it will include, and the anticipated project outcomes.

Loss of Service

Describe any system failures occurring during the past 12 months. Include any details such as duration, frequency, and cause of the failure(s). Identify the year in which the infrastructure to be addressed by the planning project was originally constructed and note any upgrades or improvements since.

Planning Project Cost Estimate

Provide a cost estimate using the categories provided. If using the "other" cost categories, provide a label to specify what the category represents.

Required Attachment

Village Safe Water Program Capital Improvement Project Planning Project Application Instructions



Letter Signed by the Applicant

All applications require a letter, signed by the applicant, requesting the project. The letter should explain, in the applicant's own words, why the project is needed. The letter should not be a duplicate letter prepared by an agency or a consultant.

Original, photocopied or scanned electronic versions of the signed letter will be accepted.

An example of a community letter can be found online at:

<https://dec.alaska.gov/media/24841/example-of-community-letter-requesting-planning-funding.pdf>

Optional Attachment

Planning projects that will develop a new Preliminary Engineering Report (PER) and Environmental Report (ER) are eligible for up to \$100,000. Updates to existing PERs and ERs are eligible for up to \$25,000. If the estimated cost of a planning project exceeds these limits, justification for the additional funding must be included with the planning application.

Project Implementation

Project funding for selected projects will be made available in Fall 2026. Projects are anticipated to be complete by the Spring of 2029 for design and construction funding consideration during the 2029 CIP application process.

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Scoring Criteria

Criteria	Points
PLANNING PROJECT NEED/HEALTH IMPACT	
Describes the level of service or improvement the majority of the planning project will evaluate	
First Service: <i>Fully piped, closed haul, or onsite water and wastewater service to homes not previously served at the proposed service level</i>	40
Water Treatment Plant/Washeteria Upgrade or Replacement in Unserved Community: <i>Upgrade or replacement of a combined water treatment plant/washeteria in a community that lacks water and sewer service to a majority of homes The existing facility to be upgraded or replaced must be at least 25 years old.</i>	40
Regulatory Compliance (Drinking Water only): <i>Address "verified" facility-related regulatory compliance (DEC Drinking Water Program verification required)</i>	40
Erosion and Thawing Permafrost Impacts: <i>Protect, move or replace essential system components endangered by erosion or thawing permafrost</i>	35
Essential Upgrades: <i>Upgrade or replace existing water or wastewater system components that have exceeded their capacity or design life, resulting in present and continuous compromises in health benefits of the system and representing a clear and substantial health hazard</i>	30
Beneficial Upgrades: <i>Upgrade system components or increase operational efficiencies to address intermittent compromises affecting the health benefits of the system. Includes all solid waste improvements.</i>	10
<i>None of the above</i>	0
DEFICIENCY LEVEL	
Describes the level of service of the majority of homes that will benefit from the project	
<i>Never been served with running water and sewer service</i>	20
<i>Currently served by truck or trailer water and/or sewer service</i>	10
LOSS OF SERVICE/AGE OF INFRASTRUCTURE	
Describes the frequency of loss of service or age of infrastructure to be improved	
<i>Regular and/or extended loss of service. Requires details about the duration, frequency and extent of lost service over the past 12 months.</i>	10
<i>More than 30 years old</i>	5
<i>None of the above</i>	0
PRIMARY FACILITIES ADDRESSED BY PLANNING DOCUMENT	
<i>Water and/or Sewer PER</i>	10
<i>Solid Waste PER</i>	5
LOCAL CAPACITY	
Reflects the community's capacity for operations and maintenance of sanitation infrastructure	
<i>75 or more O&M Best Practices points</i>	15
<i>60 - 74 O&M Best Practices points</i>	12
<i>50 - 59 O&M Best Practices points</i>	8
<i>35 - 49 O&M Best Practices points</i>	5
<i>0 - 34 O&M Best Practices points</i>	0
APPLICATION QUALITY	
Describes the level of completeness of the application and quality of the supporting documentation	
<i>Information is complete and consistent throughout, demonstrates community involvement in the application, and contains sufficient information to support a request for funding</i>	5