

## Attachments to the Application for Construction Projects

All applications for construction projects require the following three attachments:

- **The Sanitation Needs Report for your community** - This report includes the scope description and cost estimate for all sanitation facility needs in your community, and indicates which projects are included in this year's funding request.

Information in the Sanitation Needs Report is entered by the agency project engineer assigned to your community or, if requested by the community, by a consulting engineer.

The Sanitation Needs Report for your community can be obtained by calling the agency engineer assigned to your community, or on the internet via the VSW website.

Sanitation Needs Reports and lead agency project engineer assignments can also be requested by calling (907)269-7502. Reports can be emailed or faxed to communities.

- **Council Resolution** from the applicant stating that the requested project is the highest sanitation priority of the community. (See attached example.)
- **A map showing proposed facilities** – At a minimum, the map must be 8½" x 11", reproducible quality, include a north arrow, and identify existing and proposed facilities.

If funding needs exceed \$2 million:

If the funding requested, plus all remaining needs, exceeds \$2 million, the following attachments must be included with the application (see *Eligibility Requirements* for more information):

1. **A copy of the Executive Summary** - from a *current, completed* Sanitation Facilities Master Plan, Comprehensive Plan, or Feasibility Study for the community and
2. **A Letter of Approval** - for the plan or study, signed by the Facility Programs Manager (*if the plan is not currently listed Approved Master Plan List posted on VSW website*).

The following attachments are required for specific points to be awarded:

- **Documentation of Collection Rate** - In order to receive Collection Rate points
- **Documentation of any facility-related, regulatory compliance needs** – In order for Tier B (Regulatory Compliance) Health Impact points to be awarded. Example is a letter or Notice of Violation from ADEC concerning the deficiency. A wastewater permit is required for all wastewater projects requesting Tier B points.
- **Written description of the water and sewer facilities in your community** - If existing facilities in your community consist of no more than a washeteria, honey buckets, and/or individual household wells and septic systems, in order to receive all possible O&M points.

If the project includes service to HUD or NAHASDA-assisted homes built after Jan 1, 2001:

- **An approved Housing Agreement** must be included with the application, or the application will not be considered eligible.