



Village Safe Water Capital Improvement Project Application for Construction Projects

Use this form if (1) filling out application by hand and (2) mailing or hand delivering it to VSW

- Read the Instructions carefully and pay special attention to the **Eligibility Requirements!**
- Application **MUST BE RECEIVED** before 5:00 P.M on FRIDAY, **January 16, 2015**. Applications received after this time will not be considered, regardless of postmark date.
- There are **THREE WAYS** applications can be submitted:
 - ✓ Electronically, via the Online Application System accessible through the VSW website. (Electronic applications are encouraged.)
 - ✓ In person – Drop off the application package, including all attachments, at the address provided below.
 - ✓ By mail – Mail the application package, including all attachments, to the address provided below.
- Faxes will not be accepted.
- *Submit paper applications in person or by mail to:*
Village Safe Water Program
Attention: CIP Application
555 Cordova Street, 4th Floor
Anchorage, AK 99501-2617
- *Additional copies of this application, the Instruction Package, and more information can be obtained at the VSW website or by calling: (907) 269-7502.*

General Information

Community Name: _____

Applicant (City, Tribe, Association, etc.): _____

Name of Applicant Contact & Title: _____

Address: _____

Phone: _____ Fax: _____

Applicant (*not a consultant*) E-mail Address: _____

Sanitation Facilities Planning Information (required to establish eligibility)

Is the total amount of funding being requested greater than \$2 million?

_____ Yes _____ No

- If you answered “Yes”, the scope of your funding request must be included in a *current, completed and approved* Preliminary Engineering Report (PER).

In addition, the following attachments must be included with the application:

1. **A copy of the Executive Summary or Recommended Alternative Section** - from a *current, completed* Preliminary Engineering Report, feasibility study, or master plan and
 2. **A Letter of Approval from VSW** - of the Preliminary Engineering Report, feasibility study, or master plan (*if the plan is not currently listed Approved Plan List posted on the VSW website*).
- If you answered “No” and a plan has not been written for the project, you are encouraged to apply for both planning and construction funds. For information on planning requirements, see *Information about Village Safe Water Planning Requirements*.

Attachments to this Application

All applications require the following attachments:

- If submitting a paper application: **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 was entered by the agency project engineer assigned to your community.

The Sanitation Needs Report for your community can be obtained by calling the agency engineer assigned to your community or 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.

- **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 requested funding exceeds \$2 million:

If the funding requested exceeds \$2 million, the following additional attachments must be included with the application:

- **A copy of the Executive Summary** - from a *current, completed* Preliminary Engineering Report (PER), feasibility study, or master plan and
- **A Letter of Approval** - of the Preliminary Engineering Report, feasibility study, or master plan (*if the study is not currently listed on the Approved Study List posted on the VSW website*).

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

- **Documentation of Collection Rate** - To receive Collection Rate points
- **Documentation of any facility-related, regulatory compliance needs** – To receive Tier B (Regulatory Compliance) Health Impact points. An example is a letter or Notice of Violation from ADEC, concerning the deficiency.
- **Written description of the water and sewer facilities in your community** - If existing facilities in your community consist of no more than a washeteria, honeybuckets, and/or individual household wells and septic systems, to receive all possible O&M points. Please name this attachment: **“Existing Facilities”** if included.

List of Attachments

Provide a complete list of all attachments (and number of pages) included with this application:

I. Attachments Required for All Applications	Number of Pages
<u>Sanitation Needs Report for Applicant</u>	<hr/>
<u>Vicinity Map showing proposed facilities</u>	<hr/>

II. Other Attachments	Number of Pages
<hr/>	

Other Information

The information requested on this page is available from the project engineer assigned to work with your community.

A. Relation to Non-Sanitation Projects (75 points)

Relation of this project to any fully-funded non-sanitation infrastructure construction projects in your community (roads, housing, etc.):

Cost estimate for this non-sanitation construction activity: _____

Source(s) of funding for this non-sanitation construction activity:

When will this construction take place? _____

B. Ongoing Sanitation Facility Construction Projects (100 points)

Describe any other ongoing and funded water, sewer, or solid waste construction project(s) scheduled for completion during the next calendar year:

Cost estimate for this construction activity: _____

Source(s) of funding for construction scheduled for the next calendar year:
