

Louisiana Water/Wastewater Joint Funding Committee

The Louisiana Water/Wastewater Joint Funding Committee (LWWJFC) is an interagency committee consisting of federal and state agencies that offer financial assistance for water and wastewater projects.

Member agencies include:

U.S. Department of Agriculture (Rural Development program),
Louisiana Division of Administration (Community Development Block Grant program),
Louisiana Department of Environmental Quality (Clean Water State Revolving Fund program),
Louisiana Department of Health and Hospitals (Drinking Water State Revolving Fund program),
Community Resource Group (a private nonprofit corporation that makes loans for water and wastewater projects).

The purpose of the LWWJFC is to provide better service to customers by coordinating information among funding agencies and, to the extent possible, standardizing documents and applications for funding. This will result in smoother coordination when more than one funding source is needed for a project; and in cases where the selected funding agency is unable to provide assistance, an applicant will be able to quickly apply to another agency.

Applicants intending to apply to any of the agencies listed above are requested to complete the attached *Intent to File Application for Funding*. The instructions for completing this form, also attached, include information on where to send it. The form may also be downloaded from <http://www.deq.louisiana.gov/portal/tabid/2148/Default.aspx>, and may be completed electronically and then submitted by email.

The LWWJFC does not impose any restrictions on where an applicant may apply for funding, but will advise applicants of those funding programs that may be able to offer assistance. Member agencies have agreed that all applications for funding must be reviewed by the LWWJFC before any assistance can be offered. This process will not delay any project; an application to the selected funding agency may be submitted simultaneously with submitting the *Intent to File Application for Funding* to the LWWJFC.

Instructions for Completing
INTENT TO FILE APPLICATION FOR FUNDING FOR WATER/WASTEWATER PROJECTS
To the Louisiana Water/Wastewater Joint Funding Committee (LWWJFC)

An Intent to File Application should be submitted by any eligible applicant interested in financial assistance through the various state and federal programs for water and/or wastewater projects. The Intent to File Application contains basic project information that is used by the various funding agencies to determine eligibility to each program and what source of funds will best suit the project described in the application. Submission of an Intent to File Application package does not obligate the applicant to proceed with a project, nor does acceptance of an Intent to File Application obligate the various funding agencies to provide financial assistance for a proposed project.

Upon receipt of the Intent to File Application the various funding agencies will review the application and jointly discuss at the next meeting of the LWWJFC the funding options. The LWWJFC will meet monthly to make recommendations based on each Intent application. The potential applicant will be advised in writing of those recommendations.

A complete Intent to File Application includes a completed application and the current budget of the applicant. Intent to File Applications that are incomplete and lack sufficient information may not be accepted and could delay funding recommendations. No project will be approved for funding by the various funding agencies without submission of an Intent to File Application. If the applicant is interested only in Community Development Block Grant (CDBG) Funding, please submit your grant application directly to that office. The Intent to File Application is not a substitute for any funding applications to each funding agency.

The following pages contain specific instructions for preparing the items required in the Intent to File Application. When completing the Intent to File Application, please call **CRG or any one of the funding agencies** if you need assistance.

LWWJFC meets once a month on the first Thursday of each month. LWWJFC Intent to File Application For Funding submitted by the 15th of each month will be reviewed the following month Intent to File submitted after the 15th will not make the agenda.

The original of the completed Intent To File Application For Funding must be mailed or e-mailed to:

Community Resource Group, Inc.
Attention: Jerry Lary
12749 Highway 28 East
Pineville, Louisiana 71360
Or
jlary @ crg.org



Part 1: General Information

For wastewater (sewerage) projects, the applicant must be a governmental entity (this includes incorporated cities, towns, and villages and parishes, sewerage districts, and other subdivisions of the state that have legal jurisdiction over collection, treatment and disposal of wastewater.) For water (drinking water) projects, the applicant can be a governmental entity or privately owned community water system or a non profit non-community publicly owned water system.

- Check either Water or Wastewater depending on which type of project you are interested in pursuing. If you are interested in both water and wastewater, please fill out a separate form for each.
- Check as many of the funding agencies that you believe may be able to offer assistance. Please note that LDEQ-CWSRF can only make loans for wastewater projects and LDHH-DWSRF can only make loans for drinking water projects. The other agencies listed can fund both types of projects.
- Provide the official name of the applicant and check the box that best describes the type of applicant. Provide the address, parish, phone number, fax number and e-mail address,
Internal Revenue Service Taxpayers Identification Number (Federal Tax I.D.)
- For drinking water projects, provide the Louisiana Department of Health and Hospitals Office of Public Health Public Water Supply Identification Number; and for wastewater projects, provide the National Pollutant Discharge Elimination System (NPDES) permit number or Louisiana Pollutant Discharge Elimination System (LPDES) permit number.
- Provide the population of the project area. The project area includes the entire planning area, which may be larger than the corporate limits of a municipality. If population figures were not taken from the most recent U.S. census, provide the source of the population information.
- The annual median household income can be obtained from census data. U.S. Census data may be obtained online at <http://factfinder.census.gov/servlet/SAFFacts?sse=on>. If you obtain your information from another source include a copy of the source of information.
- Percentage of the population in the applicant's area that is classified as low to moderate income. **Contact CDBG for specific information....**
- Provide the number of current connections (customers) to the system and the number proposed to be served by the completed project.

Part 2: Authorized Representative

The official representative named here and who signs the form must be the authorized representative of the applicant. For example if a city is applying, the mayor or his designee is the authorized representative. Include contact mailing address, phone number, fax number and

e-mail address of the official representative.

Part 3: Engineering Consultant

The consulting engineering firm should be named if one has been selected. Include the name of the contact person, mailing address, phone number, fax number and e-mail address. If no engineering firm has been selected yet, this information may be submitted later. If the applicant does not plan to use an engineering firm, state who will be responsible for preparing the engineering documents.

Part 4: Project Description

Provide a brief description of the proposed project.

Part 5: Project Budget

Estimate the amount of funds that will be needed by the major categories indicated (not all categories may be needed). If funds are available for this project from other sources, list the amount and source of these funds.