

BORDER ENVIRONMENT COOPERATION COMMISSION

EPA Region 9 BEIF/PDAP PRIORITIZATION PROCESS PRIORITIZATION FOR DRINKING WATER AND WASTEWATER INFRASTRUCTURE PROJECTS

EPA Region 9 PROJECT APPLICATION

For Official Use Only:

Date Received by BECC:

BECC Log Number:

The Environmental Protection Agency (EPA) Border Water Infrastructure Program supports both the Project Development Assistance Program (PDAP), administered by the Border Environment Cooperation Commission (BECC) and the Border Environment Infrastructure Fund (BEIF), administered by the North American Development Bank (NADB). The purpose of the PDAP/BEIF program is to identify and fund drinking water and wastewater infrastructure projects, which will address the most urgent needs and the most severe public health and environmental conditions existing in the border region, defined as 100 kilometers north and south of the U.S.-Mexico border. **Projects located in Mexico must provide a U.S.-side benefit.**

Projects are selected for PDAP funding through a prioritization process established to help accomplish EPA's environmental and public health strategic goals for the Border region of (1) protecting the health of people in the U.S.-Mexico border area by increasing the number of people in the region with access to potable water and wastewater collection and treatment systems, and (2) improving water quality in shared and transboundary waters. The information provided in this Project Application will be evaluated for the purpose of prioritizing projects for available PDAP funding resources to support project planning and design. Once a project has completed planning and final design, it may be considered for BEIF construction funding based upon available resources.

The project proposed for PDAP/BEIF funding shall complete project development activities including planning, environmental clearance, final design, including a proposed financial structure for the project, within 2 years of receiving notification of project selection. The project must be able to complete construction within a 3-year period after signing a NADB sub-grant agreement for construction funding. In addition, the construction cost of any project shall not exceed US\$30 million and the BEIF grant cannot exceed US\$8 million. The determination of the BEIF amount for any project shall be based on the NADB affordability analysis, which reviews the project sponsor's capacity, supported by revenue sources such as user rates, to financially contribute to the project through loan or equity. These time and cost/funding requirements should be considered when defining the project proposed in this application.

A Project Application shall be completed for each independent project, defined as a mutually exclusive construction activity that can be funded, constructed, and fully function independent of another project. The project must be intended to serve an existing population and shall not be developed to provide service to future populations or to induce growth. Multiple Project Applications may be submitted by a project sponsor. The application requests information about the available documentation related to the project; these documents may be requested during the evaluation phase or as part of the selection process. Although not an exhaustive list, the following documents may be helpful to have access to in order to complete the application:

Applicant Information:	Project Information:
<ul style="list-style-type: none">• Formal incorporation/ authorization to provide service• Utility performance reports (i.e. number of accounts/users, water production/use)• Audited financial statements and current operations budget• Rate structure	<ul style="list-style-type: none">• Map• Property ownership documents• Preliminary Engineering Report• Environmental information• Final Design• Project Cost• Existing permits
	<ul style="list-style-type: none">• Lab results for drinking water or wastewater discharge quality• Documentation related to deficiencies or problem to be resolved by proposed project (work orders, pictures, health reports).• Other funding applications/ responses

If submitting the application in physical form, application packets should be received at the BECC offices no later than 5 p.m. (MST), or if in electronic form, no later than 11:59 p.m. (MST), on August 1, 2017 for review in an initial ranking process. After the initial project application evaluation, ranking and selection process, the application cycle is expected to remain open with evaluations occurring on a periodic basis and the ranked project list updated. Project selection will depend on the availability of funding.

**SECTION A
GENERAL PROJECT INFORMATION**

1. Project Name: _____
2. Is the project located within Border Region (100 km (62 miles) from the border)? YES NO
3. Mark **only one project type** and the construction type.

Project Type		Construction Type
Drinking Water Distribution <input type="checkbox"/>	Drinking Water <input type="checkbox"/>	New Infrastructure <input type="checkbox"/>
Drinking Water Treatment <input type="checkbox"/>	Distribution & Treatment <input type="checkbox"/>	
Wastewater Collection <input type="checkbox"/>	Wastewater Collection & <input type="checkbox"/>	Rehabilitation <input type="checkbox"/>
Wastewater Treatment <input type="checkbox"/>	Treatment <input type="checkbox"/>	

“New infrastructure” is the construction of new facilities or distribution/collection system; whereas, “rehabilitation” is the repair, replacement or improvement of existing infrastructure.

**SECTION B
IDENTIFICATION OF EXISTING CONDITIONS**

4. Describe the existing water infrastructure problem(s) that will be addressed by the proposed project. Choose only one item below. If you do not find the existing condition that applies to your project, do not mark any of the choices and provide a description in Question 5, below.

Mark YES for the specific condition to be addressed by the proposed project and answer any related questions.

		Yes
Drinking water service is currently unavailable to an existing population.		<input type="checkbox"/>
What is the current drinking water source(s) for the unserved area?	Hauled Water by: water trucks <input type="checkbox"/> bulk water purchase with self-storage <input type="checkbox"/> Communal water tap <input type="checkbox"/> Deficient Individual Well(s) <input type="checkbox"/> Other (explain below) <input type="checkbox"/>	
Drinking water does not comply with US EPA primary drinking water standards, or equivalent Mexican standards (NOM-127-SSA1-1994).¹		<input type="checkbox"/>
What primary MCL is not met?	Is there a formal non-compliance violation issued by a regulatory agency? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Exposure to untreated sewage discharges due to the absence of wastewater collection infrastructure.		<input type="checkbox"/>
# of homes with cesspools, latrines and/or direct discharge of wastewater.	Total # of residential homes directly benefited by the project.	
Is there adequate treatment capacity to handle the additional flows? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Untreated sewage discharges in or to the US.		<input type="checkbox"/>
Volume of wastewater without treatment.	Where is the untreated wastewater discharged?	
What is the cause of untreated discharges?	No WWTP <input type="checkbox"/> Other <input type="checkbox"/> Treatment bypassed <input type="checkbox"/>	
Untreated/inadequately treated wastewater discharges are contaminating the drinking water supply.		<input type="checkbox"/>
What contaminants have been identified in the drinking water source?	Is there a formal non-compliance violation issued by a regulatory agency? <input type="checkbox"/> YES <input type="checkbox"/> NO	

¹ MCL standards are presented in Exhibit A of the *FY11-12 Prioritization Criteria for Drinking Water and Wastewater Infrastructure Projects* available on www.cocef.org.

A public health emergency has been declared by a US agency due to inadequate drinking water or wastewater infrastructure.		<input type="checkbox"/>
What agency published the health emergency?		
What is the date of the declaration?		
Wastewater infrastructure (non-compliant, failing on-site treatment systems or inadequate centralized wastewater collection infrastructure) causes an immediate and significant threat to the environment.		<input type="checkbox"/>
If centralized wastewater collection infrastructure exists, what problems are being experienced?		
Is there a formal non-compliance violation issued by a regulatory agency?	<input type="checkbox"/> YES <input type="checkbox"/> NO	# of homes with failed on-site systems .
What conditions result from on-site system failures? (surface pooling, back-up, frequent pumping, etc)		
<i>On-site system failures should not be attributable to lack of maintenance but may be caused by factors including poor soils, insufficient setback distances, inadequate design or substandard installation and may be a seasonal occurrence.</i>		
Non-compliant wastewater effluent discharge to surface waters classified as impaired or equivalent in Mexico and/or discharge quality exceeds acute aquatic standards and/or impacts threatened or endangered species.		<input type="checkbox"/>
What surface water body is impacted by the non-compliant effluent discharge?		
What effluent water quality parameter is not currently being met?	Is there a formal non-compliance violation issued by a regulatory agency?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Intermittent water service occurs for existing populations due to insufficient capacity in the water treatment or distribution system and <u>not</u> attributable to operational issues or lack of fire flow storage.		<input type="checkbox"/>
Frequency of water outages? (# times/month, # times/year)	Average duration of water outages? (# hours/day, # days/month, # months/year)	
Describe the cause of the water outages including a description of insufficient treatment and/or piping capacity.		
<i>Intermittent service is defined as chronic outages and may range from regularly scheduled service interruption to outages reoccurring on a seasonal basis.</i>		
Untreated wastewater is discharged in a transboundary watershed. A transboundary watershed is defined as an area which drains into a common river, river system, or other body of water that crosses or exists across the U.S.-Mexico boundary.		<input type="checkbox"/>
What is the cause of untreated discharges?		
What transboundary watershed is being impacted?	Is there a formal non-compliance violation issued by a regulatory agency?	<input type="checkbox"/> YES <input type="checkbox"/> NO
New or improved infrastructure will reduce demands on potable water resources.		<input type="checkbox"/>
How will the project reduce demands on potable water resources?		
What volume of water demand will be displaced by the project?	For re-use projects, is there an existing contract for use of this new water source?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Improves wastewater treatment in transboundary watershed.		<input type="checkbox"/>
What are the system deficiencies?		
Are existing permit limits being met?		
What transboundary watershed is being impacted?	Is there a formal non-compliance violation issued by a regulatory agency?	<input type="checkbox"/> YES <input type="checkbox"/> NO

The drinking water system does not comply with an enforceable standard.		<input type="checkbox"/>
What drinking water standard is not met?	Is there a formal non-compliance violation issued by a regulatory agency?	<input type="checkbox"/> YES <input type="checkbox"/> NO
The treated wastewater effluent quality does not meet current effluent discharge limits.		<input type="checkbox"/>
What effluent requirement(s) is not currently being met?	Is there a formal non-compliance violation issued by a regulatory agency?	<input type="checkbox"/> YES <input type="checkbox"/> NO
New or improved infrastructure will reduce demands on energy consumption.		<input type="checkbox"/>
How will the project reduce demands on energy?		
What volume of energy demand will be displaced by the project?	For renewable energy projects, will the infrastructure be owned by the project sponsor?	<input type="checkbox"/> YES <input type="checkbox"/> NO

5. Describe the Existing Problem(s) or Infrastructure Deficiency:

Add any information about the existing problem(s) to supplement the responses provided above and to clearly explain the existing **problem that will be addressed by the proposed project.**

SECTION C
PROJECT RELATED INFORMATION

6. Direct Project Beneficiaries

Population served by the existing system:	_____	Existing People
Population Directly Benefited by the proposed project:	_____	Existing People
Homes or Service Connections Directly Benefited by the proposed project:	_____	Existing Connections
Information Source:		

7. PROJECT COST. Provide the estimated cost and the availability of funds for each task:

	Estimated Cost	Are other funds currently available to support this activity?
Total Planning Cost	\$US	<input type="checkbox"/> YES <input type="checkbox"/> NO Source:
Design Cost	\$US	<input type="checkbox"/> YES <input type="checkbox"/> NO Source:
Cost of Land ²	\$US	<input type="checkbox"/> YES <input type="checkbox"/> NO Source:
Construction Cost	\$US	<input type="checkbox"/> YES <input type="checkbox"/> NO Source:
Other Costs	\$US	<input type="checkbox"/> YES <input type="checkbox"/> NO Source:
Cost Estimate Source:		

Special Notes: Documentation to support the cost estimates and funding sources described above should be available for submittal to BECC/NADB upon request. Planning costs include Facility Plan, Preliminary Engineering, Environmental Study, etc. Only 50% of design costs and no more than \$500,000 can be supported by PDAP grant funds, therefore, a matching source should be identified. Construction costs should include construction contingencies, and construction oversight/supervision as well as applicable taxes and can not exceed US\$30 million. Other costs inherent in the project include soft costs (non-construction) such as legal and financial.

Comments:

²The cost of land cannot be funded by or considered as a match to BEIF construction funds. These costs may be supported by a NADB loan or other funding source.

8. **PROJECT STATUS.** Check the box if the activity is complete and if the activity is not complete, leave blank.

Activity	Completion Date (Month/Year)
Project Sponsor has the authority to construct, operate and maintain the proposed infrastructure project.	<input type="checkbox"/> Yes If no, please provide a brief explanation below. <input type="checkbox"/> No
<input type="checkbox"/> Facility Plan/ Preliminary Engineering Report	_____ / 20____
<input type="checkbox"/> Under Development Date Initiated:_____	
<input type="checkbox"/> US EPA NEPA Process	_____ / 20____
<input type="checkbox"/> Final Design Completed	_____ / 20____
Project Sponsor has applied for other funding sources to support the proposed project?	<input type="checkbox"/> Yes If yes, please provide a description of the source, amount and status of the application below. <input type="checkbox"/> No

Comments:

SECTION D UTILITY INFORMATION

Supporting documentation of this data may be requested during the application evaluation process.

9. **Current Billing Efficiency:** _____ %
Billing Efficiency is defined as the volume of water billed to the customer divided by the volume of water distributed

10. **Current Collection Efficiency:** _____ %
Collection Efficiency is defined as the total amount collected from customers divided by the total amount billed to customers

11. Service Coverage:	# of Drinking Water connections _____
# of Sewer connections _____	# of connections with access to Wastewater Treatment _____

12. **System Age:**
 Drinking Water _____ years Sewer _____ years

13. **Average Annual Residential Bill and Annual Residential Use:** Combined Bill _____ US\$/Year
(water/sewer)
If only one service is available or individual water and sewer bills are available, please provide the information for each:
 Individual Billing: Drinking Water _____ \$US/Yr. Sewer _____ US\$/Yr.
 Annual Residential Use: Drinking Water _____ (units) Sewer _____ (units)

14. **Median Household Income (MHI):*** _____ US\$/Year
 MHI Source: _____

**A response is not required from projects in Mexico. The MHI will be calculated using available sources.*

**SECTION E
CONTACT INFORMATION**

15. PROJECT SPONSOR:

Name of Organization: _____

Type of Organization: Public/ Government Private, Not-for Profit

Contact Person: _____ Position: _____

Telephone: _____ e-mail: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Engineer or Consultant (If Under Contract): _____

Project Manager: _____ Phone: _____

e-mail: _____

CO- SPONSOR (If Applicable):

Name of Organization: _____

Type of Organization: Public/ Government Private, Not-for Profit

Contact Person: _____ Position: _____

Telephone: _____ e-mail: _____

Address: _____

City: _____ State: _____ Zip Code: _____

**SECTION F
ACKNOWLEDGEMENT AND CERTIFICATION**

I acknowledge that PDAP/BEIF resources are intended to supplement other available funding sources for completing final design and construction activities and that actual BEIF participation will be considered on a project-by-project basis according to funding availability and based on an affordability analysis conducted by the NADB during project development; a project receiving a BEIF grant is expected to have a loan component. I am aware that financial support and commitment³ for the project must be provided by the appropriate governing body or authority, and shall include the following assurances:

- **Project development activities including the requirements for certification by the BECC/NADB Board of Directors will be complete within 2 years of receiving notification of project selection.**
- **The project will complete construction within a 3 year period after signing a *NADB sub-grant agreement* for construction funding.**
- **Sufficient revenues for operation and maintenance of the project will be allocated by the project sponsor⁴.**
- **Required project financing (loan and grant/other) will be obtained by the project sponsor.**

I hereby certify that the information provided is true and correct. I am aware that any false information or omission of information may subject the project to disqualification from further consideration in the prioritization process and eliminate opportunities for PDAP/BEIF funding.

(Project Sponsor Authorized Signatory)

(Date)

(Co-Sponsor Authorized Signatory, if applicable)

(Date)

³ A formal commitment by the appropriate governing body or authority in the form of a resolution will be required for all projects selected for funding opportunities.

⁴ A user rate increase may be required to obtain sufficient revenues to sustain the project.

PROJECT DOCUMENTATION

Please indicate the availability and/or applicability of documents for the proposed project. Documentation will be requested during the application evaluation process. Please have this information prepared for submittal upon request.

Information/Document	YES	NO	N/A	Comments
1. Project Location:				
a. Project Map	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Property ownership documentation including project site, rights-of-way, easements, and/or land use permits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Organizational structure including summary of qualifications/experience of key management and operations personnel.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Utility Performance Data (i.e. number of accounts/users, influent/effluent data, water production/use, pre-treatment program activities)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Environmental Clearance or Authorization:				
a. Environmental studies (environmental information document; site assessment; cultural, archeological, or biological surveys, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Local, State, or Federal environmental findings/permits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Technical Documents:				
a. Planning document (alternative analysis)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Formal non-compliance notice or enforcement action (i.e. Notice of Violation, Administrative Order, Cease and Desist Order)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Other documentation related to lack of infrastructure or infrastructure deficiency (repair work orders, public notification of water quality, maintenance logs, photos of conditions, inspection reports)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Facility plan, Preliminary Engineering Report or similar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
e. Operational or other permits.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
f. Lab results for drinking water or wastewater quality; consumer reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
g. Applicable design criteria and assumptions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
h. Geotechnical Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
i. Final Plans/Drawings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
j. Technical Specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
k. Project Cost Estimate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Financial Documentation:				
a. Audited financial statements previous year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
b. Financial information (i.e. operations budget current year)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
c. Rate structure along with billing and collection efficiencies for the previous fiscal year or 12 month period.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
d. Operation and Maintenance Costs - Current and future considering new project (10 year projection)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	e. Project funding commitments or application documentation for other sources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5	Sustainability Practices				
	a. Evidence of high efficiency equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	b. Program documents for Leak Detection or other water conservation programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	c. Reuse practices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	d. Pre-treatment Program documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	