

MEMORANDUM

To: All Eligible Municipalities and Parishes

From: Carol M. Newton, Director
Community Water Enrichment Fund

Date: October 29, 2010

RE: FY 2010-2011 Community Water Enrichment Fund

In the 2010 Regular Legislative Session, House Bill 2 included \$10 million for a Community Water Enrichment Fund. The Office of Community Development has developed guidelines for the use of these funds which will allow local governments to apply for assistance for water system rehabilitation projects. The eligible applicants will be all Louisiana municipalities and parishes, excluding the following HUD entitlement cities: Alexandria, Baton Rouge, Bossier City, Kenner, Lafayette, Lake Charles, Monroe, New Orleans, and Shreveport.

The amount available to each parish will be \$142,800.00 for this current fiscal year. The proposed administrative rules for this program were published in the State Register on January 20, 2009 (copy attached). **The deadline for submittal of applications for the FY 2010-2011 allocation is January 27, 2011.** A letter of support from the State Senator and the State Representative representing the project area, as well as a resolution from the local governing body supporting the project, must be submitted with the application in order to be considered eligible.

Enclosed is a copy of the application forms and the Community Water Enrichment Fund guidelines.

If you have any questions, please contact Marc Parenti at (225) 342-7412.

CN/MP

Enclosures

OFFICE OF COMMUNITY DEVELOPMENT
COMMUNITY WATER ENRICHMENT FUND



Grant Application Package

FISCAL YEAR 2010 -2011



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**FY 2010-2011
COMMUNITY WATER ENRICHMENT FUND**

PURPOSE

The Community Water Enrichment Fund (CWEF) was established in the 2008 Louisiana regular legislative session by way of HB 926 (Act 513). Its intent is to provide a source of funding to aid units of local government solely for the purpose of rehabilitation, improvement, and construction projects for community water systems to provide safe and clean drinking water.

ELIGIBILITY AND MAXIMUM GRANT AMOUNTS

All municipalities and parishes in Louisiana are eligible to apply for funding with the exception of the following HUD entitlement cities: Alexandria, Baton Rouge, Bossier City, Kenner, Lafayette, Lake Charles, Monroe, New Orleans, and Shreveport.

Maximum grant ceiling amounts are based on the following population ranges.

Villages (1-999) are eligible to apply for up to \$25,000.

Towns (1,000-4,999) are eligible to apply for up to \$35,000.

Cities (5,000-35,000) are eligible to apply for up to \$50,000.

Parishes are eligible to apply for up to \$100,000. (If a parish's incorporated communities' combined maximum ceiling amounts are less than the allocation for the entire parish area, the parish can then apply for more than \$100,000.)

Parishes may apply for projects that serve a parish-wide area or an unincorporated area of the parish.

For the 2010-2011 fiscal year, the maximum allocation amount available per parish area will be \$142,800.00. The Office of Community Development encourages all potential applicants within each parish to prioritize their requests.

APPLICATION DUE DATE

The deadline for submittal of applications for the FY 2010-2011 allocation is January 27, 2011. If hand delivered, the application must be received by the Office of Community Development by 4:30 pm on January 27, 2011. If mailed, the postmark must be stamped no later than January 27, 2011. Any application not meeting the deadline requirements will not be rated, unless there is a balance remaining in that parish's allocation after awards are made.

ELIGIBLE ACTIVITIES

Funds awarded can only be used for rehabilitation, improvement, and construction projects for community water systems.

INELIGIBLE ACTIVITIES

Previously incurred debt, improvements to private property, on-going salaries, overtime for government employees, administration, engineering-only or planning-only projects are not eligible activities under this program. Generators and Fire Hydrants only will also be ineligible. Fire hydrants must be included within a water line rehabilitation or extension project.

EVALUATION PROCESS

The evaluation process involves several steps, including a staff review and rating. Rating will be based on the following criteria. For fire protection projects, question number 3 will be used for rating instead of question number 2.

1. Does the proposed project serve the maximum percentage of citizens in the jurisdiction?
2. Does the proposed project improve the health, safety, living conditions, and quality of life of the community?
3. Does the proposed project improve the economic conditions of the area?
4. Is the project cost reasonable/effective?
5. Will CWEF funds be used to match other local, state or federal funds?

The Office of Community Development will evaluate each application to determine its rating and award amount.

APPLICATION PROCEDURES

Complete all of the application forms included herein. An original and one copy of the application must be submitted to the Office of Community Development. If the project involves technical or engineering questions, you may need to consult a qualified expert for design descriptions or budget estimates. A resolution of support from the governmental body must be attached to the application. In addition, the application must include a letter of support from the state senator and state representative who represents the district in which the project is located. Applications will not be accepted without both the legislative letters of support and the local government resolution of support.

