

Small Drinking Water Systems Fund Grants

WIFA Policy #: II.12

Purpose:

Summarize WIFA's process for the Small Drinking Water Systems Fund Grants.

Policy:

Section I: Eligible Recipients and Projects

On recommendation of the Arizona Department of Environmental Quality (ADEQ), in consultation with the Arizona Corporation Commission (ACC), WIFA may provide grants to ACC-appointed interim operators, ACC-appointed interim managers, or owners of small water systems. Grants may be provided to replace, make repairs to, rehabilitate or upgrade drinking water system infrastructure in order to correct or avoid an interruption in water service or as required for compliance with statute or rule.

Section II: Letter of Recommendation

The Director of ADEQ, in consultation with ACC, will submit a recommendation to WIFA for a grant to a small drinking water system. The recommendation and any accompanying documents will specify a not-to-exceed dollar amount, specific project need and estimated project costs. If the project is to resolve a compliance issue, ADEQ shall include in its recommendation a detailed assessment of the direct public benefit of the grant, a certification that disbursement of monies is in the best interests of this state and, if applicable, a determination that the grant is in response to an emergency.

Section III: Grant Agreement

After reviewing and approving the Letter of Recommendation, WIFA will enter into a grant agreement with the grant recipient.

The terms of the agreement shall include the following:

1. performance targets and target dates for the project associated with the grant, as determined by ADEQ;
2. terms for payment of monies to the recipient, including a reasonable percentage of the total amount of the grant to be withheld until the recipient meets specified performance targets; and
3. terms for repayment, if applicable, including the interest rate and term length. (WIFA may require a portion or all of the grant monies to be repaid if WIFA and ADEQ find that the grant recipient has not met performance targets on or before the dates specified in the agreement.)

Section IV: Reimbursement Requests

At the time the grant agreement is executed, WIFA will provide the grant recipient with forms to request reimbursement. The grant recipient must fill out and submit the form that contains certification of the following documentation:

- the reimbursement amount requested is a proper cost as evidenced by attached invoice(s) for the materials, equipment, labor or services, and
- the undersigned is duly authorized to submit this disbursement request.

WIFA will release grant proceeds once WIFA determines that the request for reimbursement is in accordance with the needed repair(s)/replacement(s) and costs specified in the grant agreement.

WIFA will arrange for verification of completed work and a determination if the recipient has met the performance targets before release of the withholding. The verification/determination will be identified in the grant agreement and will typically be in the form of a site visit by ADEQ or ACC.

Responsibility: Executive Director and CFO

Statutory Reference: § 49-355

Rule Reference: N/A

Original Issue Date: October 18, 2006

Previous Amendment Date(s): June 15, 2016

Most Recent Amendment Date: August, 23, 2017

Approval:



Executive Director

8/23/17

Date