

Intended Use Plan and Project Priority List Development and Update

WIFA Policy #: II.1

Purpose:

Ensure standardization of the Intended Use Plan and Project Priority List process for revolving funds and technical assistance

Policy:

Section 1: Revolving Fund Intended Use Plans and Project Priority Lists

WIFA staff develops and publishes Intended Use Plans (IUPs) for the Clean Water and Drinking Water Revolving Funds annually. The IUPs identify the intended uses of the funds available in each revolving fund and contain any information required by federal law to receive the federal capitalization grant. The IUPs also include the PPLs for each revolving fund.

After 14 days of public comment, the IUPs and PPLs are brought to the April or June Board meeting for adoption for the upcoming state fiscal year. IUPs are typically not updated once they have been adopted; however, PPLs are updated and brought to a Board meeting for adoption as projects are added or removed from the list. After the IUPs and PPLs are adopted by the Board, WIFA staff posts the documents on WIFA's website and submits them to the U.S. Environmental Protection Agency (EPA).

The Board may waive the requirement to develop a PPL if funds are not adequate to assist any projects or if the Board determines that no financial assistance will be offered for the annual funding cycle.

Section 2: Technical Assistance Intended Use Plan

The Technical Assistance Intended Use Plan (TA-IUP) is presented to the WIFA Board of Directors for adoption at the April or June board meeting and includes funding for the next fiscal year.

1. The TA-IUP may be written as a stand-alone document including both DW and CW TA intended uses, or
2. The CW TA-IUP may be integrated into CW-IUP, and the DW TA-IUP may be integrated into the DW-IUP.

WIFA staff publishes the following information in the TA-IUP:

- Amount of funds to be allocated to each type of Technical Assistance identified in Policy II.4
- Funding source for each type
- Uses of each type of Technical Assistance

After the TA-IUP is adopted by the Board, WIFA staff will post the TA-IUP on WIFA's website and submit it to the EPA.

Responsibility: Executive Director, Chief Financial Officer and Senior Program Administrator

Statutory Reference: A.R.S. Title 49, Chapter 8

Rule Reference: R18-15-203, 204 and 205; and R18-15-303, 304 and 305

Original Issue Date: February 15, 2006

Previous Amendment Date(s): October 20, 2010

Most Recent Amendment Date: April 25, 2018 (*Replaces All Previous Versions*)

Approval:



Executive Director

Date 4/25/18