



THE STATE OF WYOMING

Water Development Commission

6920 YELLOWTAIL ROAD TELEPHONE: (307) 777-7626 CHEYENNE, WY 82002



WATER DEVELOPMENT PROGRAM APPLICATION

GROUND WATER EXPLORATORY GRANTS

Grant funding for ground water studies is based on WWDC recommendations and is sourced from block appropriations by the legislature from the Water Development Accounts. The WWDC authorizes ground water grant expenditures as a maximum 75% project cost share to eligible entities before project work can begin. Applications to fund new or continuing groundwater studies **must** be submitted at least **45 days prior** to scheduled WWDC meetings for consideration. Ground water exploration grants are promulgated by statute (W.S. 41-2-119. Groundwater studies), governed by WWDC Rules and Regulations, and managed according to program "Guidelines:" http://wwdc.state.wy.us/groundwater_grant/groundwater_grant_projects.html

Applicants seeking ground water exploration grant funding must be an incorporated municipality, water district, water & sewer district, or service & improvement district with taxing and/or assessment authority. Private corporations, individuals, and other special districts are not eligible for assistance. Use of grant funds is limited to feasibility study of and/or exploration for the use of ground water for municipal and rural domestic purposes. The WWDC grants for groundwater studies are not to exceed \$400,000 for any one study and/or exploration program. The sponsor receiving the grant shall provide at least 25% of the cost of the feasibility study and/or exploration program from its own funds. **The sponsor is solely responsible for acquiring access, easements, or rights-of-way necessary for exploration.** All grants terminate 24 months from the date of the award.

Note: If you are seeking Level II or Level III funding for a ground water source supply project, this is the wrong application. You must complete a Planning or Construction program application for Municipal or Rural Domestic System projects.

APPLICATION REQUIREMENTS

- The person signing the application must have authority to commit the entity to a binding contract.
- A notarized copy of a resolution supporting this application passed by the board or other governing body of the entity must be provided.
- A project area map (8.5" x 11" preferred) showing corporate boundaries, project location and features should be provided. Include any reports or other supporting information available.
- The project sponsor must govern a system that includes a minimum of 15 taps with meters on each tap.

I. ENTITY INFORMATION

1. Applicant – Name of Entity

2. Type of Entity (Municipality, Joint Powers Board, etc.)

3. Year of Formation

4. Physical Address (Street Address)

5. City

6. County

7. State

8. Zip Code

9. Phone

10. Mailing Address (If Different From Above)

11. Primary Contact Person (Type or Print Name)

12. Phone

13. Email

14. Best Time(s) to Reach Contact Person

15. Authorized Official (Type or Print Name)

16. Signature of Authorized Official

17. Date

Before applying for project funding, the Wyoming Water Development Commission strongly recommends completion of a Public Water System Survey or Irrigation System Survey available through the link on the website located here: <http://wwdc.state.wy.us/surveys/surveys.html>

18. Has the application entity completed this survey? Yes No

If the application was prepared by someone other than the contact person, please provide the following:

19. Name

20. Affiliation

21. Phone

22. Email

II. PURPOSE AND NEED

1. Provide a brief statement describing the project for which funding is sought, and include the reasons the project is needed. Describe the current situation with the water supply that will be improved by the project. What is the factor that is presently limiting the system supply capacity (e.g., treatment, storage, transmission, etc.)? Attach additional information if needed:

2. Is the applicant entity under any federal (EPA) mandates to improve the water system (e.g., administrative orders, violations, actions taken, etc.)?

3. Operating Criteria of the Wyoming Water Development Program advocates prioritization of projects that may serve more than one entity or purpose and those that provide water to a larger, more regional area. Is the applicant entity currently served by a regionalized water supply system? If so please specify. Or will the applicant entity consider regional solutions to the purpose and needs of its water supply system?

4. List any previous work (studies) completed by or for the entity:

5. Provide a brief description of the water system operations. Identify the public works director. Identify any system automation within the operations (e.g., SCADA) and existence of any hydraulic models of the system. Describe existing mapping (e.g., paper, map books, GIS). Attach additional information if needed:

III. PERTINENT INFORMATION

The intention of this section is to gather information on your existing water supply facilities. Answer all questions as completely and accurately as possible. Do not leave any questions blank. If questions are not applicable to your system, respond, "N/A." If an answer to a question is unknown, respond, "Unknown." If you need help, please call the Water Development Office at 307-777-7626.

1. Existing Water Supply System

A. EPA Public Water System (PWS) Identification Number: _____

B. Groundwater

(1) Number of Wells: _____

(2) Primary Supply Aquifer(s) or Formation(s): _____

(3) Total Average Production Yield of All Wells (GPM): _____

C. Surface Water

(1) Source Name(s): _____

(2) Type of Diversion(s) (Headgate, Infiltration Gallery, Pumps, Etc.): _____

(3) Total Average Diversion Yield (CFS or GPM): _____

D. Springs

(1) Name of Spring(s): _____

(2) Total Average Production Yield of All Springs (GPM): _____

E. Water Rights

(1) For the water source supply (or supplies) described above, does the applicant entity possess valid and/or adjudicated water rights?

F. Transmission Pipeline

(1) Maximum Capacity of the Transmission Pipeline(s) (Gallons per Day): _____

(2) Increased Capacity Needed (If Known) (Gallons per Day): _____

(3) Approximate Distance from Source(s) to Distribution System: _____

(4) Transmission Pipe Diameter(s): _____

(5) Type of Transmission Pipe Material(s): _____

(6) Age of Transmission Pipeline(s): _____

(7) Condition of Transmission Pipeline(s): _____

G. Water Storage

(1) Raw (Volume and Tank Description): _____

(2) Treated (Volume and Tank Description): _____

H. Treatment

(1) Specify Water Treatment (None, Chlorination, Filtration, Etc.): _____

2. Existing Water Distribution System

A. Is the water use metered? _____ B. Are the billings based on meter readings? _____

C. Identify unmetered usage (e.g., irrigation of parks, cemeteries, fire protection, etc.):

D. Average Day Demand Water Usage (Gallons per Capita per Day): _____

E. Maximum Day Demand Water Usage (Gallons per Capita per Day): _____

F. Peak Hourly Demand Water Usage (Gallons per Capita per Day): _____

G. Distribution Pipe Diameter(s): _____

H. Type of Distribution Pipe Material(s): _____

I. Age of Distribution Pipeline(s): _____

J. Condition of Distribution Pipeline(s): _____

K. Estimated System Water Losses (Percentage): _____

L. Describe any fire flow protection that the system provides:

M. What water conservation measures are employed?

N. Is there an independent raw water irrigation system? _____

(1) Source: _____

(2) Raw Water System Capacity (Gallons per Day): _____

(3) Average Annual Raw Water Usage (Gallons per Year): _____

3. Demographic Information and Existing Water Service Area

A. Population (2010 Census): _____ B. Current Population Estimate: _____

C. Does the applicant have a comprehensive planning boundary? _____
(1) If so, what is the estimated additional population that may be served in the future? _____

D. How many taps are served within the service area? _____

E. How many taps are served outside of the service area? _____

F. Identify names of other water systems served:

G. Identify any existing planning reports (municipal or county) that address growth management in the project area. Provide titles and how copies of the reports could be obtained:

4. Financial Information

A. Rates

(1) Tap Fee(s) – Residential: _____

(2) Tap Fee(s) – Commercial: _____

(3) Average Residential Monthly Water Bill and Corresponding Gallons Used:

(4) Water Rates (Provide rates for all tiers and categories of use. Attach additional pages if needed.):

(5) Identify any local conditions that affect the water rates (e.g., flow-through for frost prevention, etc.):

B. Financial Statement (of Water Utility)

(1) Revenues

a. Annual Revenues Generated from Water Sales: _____

b. Annual Revenues from Tap Fees: _____

c. Annual Revenues from Other Sources: _____

d. Total Annual Revenues: _____

(2) Expenditures

a. Annual Budget for Operation and Maintenance Expenses: _____

b. Annual Payments for Debt Retirement: _____

c. Annual Payments to a Repair and Replacement Fund: _____

d. Annual Payments to an Emergency Fund: _____

e. Annual Payments for Other Purposes: _____

f. Total Annual Payments: _____

(3) Other

a. Balance in Repair and Replacement Fund: _____

b. Balance in Emergency Fund: _____

c. Annual Cost of Water Quality Testing: _____

(4) Is the operation of the water system self-supporting in terms of revenues offsetting costs for operation, maintenance, debt retirement, replacement funds, emergency funds, etc.? _____

a. If not, how is the difference subsidized?

C. How do you intend to fund the sponsor cost share to match WWDC grant funds for this project (e.g., special/general purpose tax, other grant or loan funds, fiscal budget expenditure, etc.)? If possible, attach latest fiscal year financial statement that would demonstrate available funds. If a suitable source of supply is found, also inform the WWDC in this synopsis how you would intend to finance subsequent production and transmission systems (e.g., WWDC Level III funding, State Drinking Water Revolving Fund loan, State Land & Investment royalty grant/loan, special/general purpose tax, Federal program grant/loan, local sources, etc.)

5. Cost Estimates

Use the following format in calculating project cost estimates. (An alternative format may be prepared and submitted, but it must be clearly itemized and show total project cost for determining WWDC grant).

- A. Preparation of Hydro-Geologic Analysis and/or Well Siting Study: _____
- B. Permitting: _____
- C. Advertising, Contractor Procurement, Contracts: _____
- D. Well Construction [1]: _____
- E. Aquifer (Pump) Testing: _____
- F. Water Quality Analysis: _____
- G. Project Management/Subcontracts: _____
- H. Miscellaneous Applications/Procurements (Specify): _____
- I. Reports: _____

- J. Total Project Cost:** _____

- K. Rounded:** _____

[1] Including, but not limited to: Mobilization, Bonds & Insurance, Drill-Furnish-Install Casing/Screen, Furnish-Install Filter Pack/Seal, Rig Time, Standby Time, Geophysical/Video Log, Development, Disinfection, Plugging and Abandonment, De-Mobilization, Reclamation. Any inflation costs, as determined by the WWDC, will be applied to the Total Project Cost.