



Grant Application

Applicant Information

Applicant Name:			
Mailing Address:			
City, State and Zip:		County:	
Utility Service Population:	<input type="checkbox"/> Check here if applicant is submitting on behalf of a not-for-profit water/sewer company or other eligible entity. Name: _____		
30,000 or more 3,301 - 10,000 10,001 - 29,999 3,300 or fewer			
NPDES Permit Number:	<input type="checkbox"/> N/A	PWS ID Number:	<input type="checkbox"/> N/A
Regional Project Participants:			<input type="checkbox"/> N/A

Project Description:

Project Title:	
Project Summary: <i>(2-3 sentences)</i>	

Grant Category:	Type of Project:	Project Benefit:
<input type="checkbox"/> Community Impact <input type="checkbox"/> Regional Solutions <input type="checkbox"/> Viability Planning	<i>Check all that apply:</i> <input type="checkbox"/> Water <input type="checkbox"/> Stormwater <input type="checkbox"/> Sewer <input type="checkbox"/> Planning	Number of customers/taps directly served by project: Residential: _____ Business: _____

Funding Request & Budget Summary *A detailed estimate of all costs must be attached.*

Source	Construction Costs*	Non-Construction Costs	Total	% of Total**
SCIIP Funds Requested:				
RIA State Funds Requested: <i>Service pop ≤10K or Tier III/IV</i>			Total Local Investment Dollars:	Total Local Investment Percentage:
Other: _____				
Other: _____				
Local Funds:				
Total Project Funding:				

* Include a 25% construction contingency allowance

** SCIIP local investment requirements (the minimum percentage of project costs that must be provided by non-SCIIP funds):

Community Impact	Regional Solutions: 15%
Large Systems (≥30,000 service pop.): 25% of project costs	Viability Planning: None
Small Systems (<30,000 service pop.) or those in Tier III/IV Counties: 15% of project costs	



Project Schedule & Readiness

Milestone	Expected/Actual Completion		
Final Design	Date: _____ <input type="checkbox"/> N/A	Permits required (list types):	
Permits Acquired	Date: _____ <input type="checkbox"/> N/A		
Acquisition	Date: _____ <input type="checkbox"/> N/A	# of easements/parcels needed:	
Advertise for Bids	Date: _____ <input type="checkbox"/> N/A	# of contracts planned:	
Start of Work	Date: _____ <input type="checkbox"/> N/A	Federal final expenditure deadline is December 2026	
Completion of Work	Date: _____ <input type="checkbox"/> N/A		

Contact Information

	Name	Title	Phone	Email Address
Chief Elected or Administrative Official:				
Local Project Contact:				
Local Financial Contact:				
Engineer/Consultant:				

Certification

As the Chief Executive Official for the applicant, I certify that the information in this request and the attachments is complete and correct and that the applicant has authorized submission of this request for the SC Infrastructure Investment Program, which is funded through State Fiscal Recovery Funds allocated to the State of South Carolina and authorized by the American Rescue Plan Act, to assist in carrying out the project described herein. Further, I acknowledge that the herein described project will meet an eligible use of these funds as defined by U.S. Treasury's State and Local Fiscal Recovery Funds program guidelines, and that if awarded this project will comply with all applicable federal, state, and local regulations and laws.

Name of Chief Executive Official (Elected or Administrative)		Title	
Signature*		Date	

** Please save this completed form for electronic submission prior to signing. Do NOT submit a scanned version. The printed form with original, pen-and-ink signature must be mailed or delivered as detailed on page 6.*

Please see the following pages for **required attachments** and **application submission instructions**.

Applications must be received by 5:00 pm on September 12, 2022.

ATTACHMENTS FOR CAPITAL IMPROVEMENT PROJECTS (Community Impact & Regional Solutions Grants)

ATTACHMENT 1: APPLICATION NARRATIVE

Attach a brief narrative about the project that addresses each of the topics indicated.

A. NEED

Explain the need for this project including:

- a summary of the current condition, capacity and deficiencies of existing facilities
- the frequency and severity of the problem

B. PROJECT DESCRIPTION

Provide a detailed description of the project, including all activities regardless of funding source

C. FEASIBILITY

- Identify how the project will cost-effectively solve the problem or improve conditions including consideration of two other alternatives.
- Explain how the project will be carried out to meet the December 2026 federal expenditure deadline, including any anticipated problems or delays
- Provide specific plans for preparing for and dealing with cost overruns
- **For systems serving up to 10,000 people or those in Tier III/IV counties that are requesting up to \$500,000 in RIA state grant funds to supplement local investment,** provide rationale for the need and impact of requesting these funds
- Describe any interest in implementation of a “dig once” plan for incorporation of broadband conduit during project construction. Such projects will be referred to the Office of Regulatory Staff for possible coordination and funding.

D. BENEFITS/IMPACT

- Explain how the project will make a transformative impact on the community and address one or more of the following priorities:

Community Impact Grants

1. Regional Solutions
projects that implement solutions that impact multiple systems
2. Water Quality
projects that address consent orders, violations, or other public health or environmental impacts
3. Resilience and Storm Protection
projects that help utilities prepare for emergencies
4. Other Aging Infrastructure
projects that upgrade or replace infrastructure that has exceeded its useful life
5. Capacity
projects that improve service for existing residents while preparing for future opportunities

Regional Solutions Grants

1. The project results in a consolidation or operating agreement with at least one small system with viability concerns
2. The project results in an expanded partnership agreement with at least one small system with viability concerns
3. The project results in a consolidation or operating agreement with other systems

- Include any additional information that should be considered in evaluating the proposed project.

Required attachments for capital improvement projects are CONTINUED on the next page.

CAPITAL IMPROVEMENT PROJECTS – Community Impact & Regional Solutions Grants

ATTACHMENTS FOR CAPITAL IMPROVEMENT PROJECTS (Community Impact & Regional Solutions Grants) *cont'd*

ATTACHMENT 2: PRELIMINARY ENGINEERING COST ESTIMATE

- A detailed, itemized cost estimate for both construction and other costs, prepared within the past year.
- A 25% construction contingency should be included as a separate line item.
- A PER may be attached but is NOT required.

ATTACHMENT 3: PROJECT LOCATION AND SERVICE AREA MAPS

One or more maps showing the system service area as well as location, size and/or capacity of existing and proposed infrastructure within the project service area. Identify census tracts for the proposed infrastructure. Use symbols and color-coding to identify activities.

ATTACHMENT 4: FUNDING AND OTHER COMMITMENTS

- Commitments of all non-RIA funds required to implement the project:
 - For local funds, a letter of commitment (with original signature) from the chief elected or administrative official. The letter should identify the source of the funds (e.g., general fund or enterprise fund) and when the funds will be available.
 - For other sources, a copy of the award letter or other documentation from the agency that includes the amount of funds awarded.
- Certification of public ownership for all necessary easements/rights-of-way or other real property already acquired for this project.
- If the applicant proposes improving infrastructure that it does not own, include a letter from the system owner describing the partnership between the two entities and granting permission for the applicant to carry out the project.

ATTACHMENT 5: VIABILITY SELF-ASSESSMENT FOR RIA STATE GRANT REQUESTS

Utilities serving 10,000 people or less OR located in Tier III/IV counties may request RIA state grant funds up to \$500,000 to supplement the local investment requirement. Those applicants must download and complete the Utility Viability Tool and submit the Results Summary as part of this application. Other applicants may **choose** to complete the tool and submit the results to document need.

The Utility Viability Tool can be downloaded at ria.sc.gov/utility-viability/.

ADDITIONAL ATTACHMENTS

Include any other relevant documentation that supports the application narrative. Examples may include:

- Sanitary surveys or compliance inspections to document existing issues
- Notice of violations, consent orders, or corrective action plans related to the project
- Test results, customer complaints, repair logs, photos, etc. documenting the problem to be addressed

ATTACHMENTS FOR VIABILITY PLANNING PROJECTS

ATTACHMENT 1: APPLICATION NARRATIVE

Attach a brief narrative about the project that addresses each of the topics indicated.

A. NEED

Explain the need for this project including:

- Specific technical, financial and managerial challenges faced by the applicant
- Steps that have been taken to strengthen viability

B. PROJECT DESCRIPTION

Provide a detailed description of all proposed planning activities regardless of funding source

C. FEASIBILITY

- Identify how the planning activities will cost-effectively address the challenges identified
- Explain how the planning activities will be carried out to meet the December 2026 federal expenditure deadline, including any anticipated problems or delays
- Provide specific plans for preparing for and dealing with cost overruns

D. BENEFITS/IMPACT

- Describe how the outcome of the planning activities will be used to support long-term viability, including plans for the implementation of any recommendations
- Include any additional information that should be considered in evaluating the proposed project

ATTACHMENT 2: DETAILED COST ESTIMATE

A detailed, itemized cost estimate for all proposed activities, prepared within the past year

ATTACHMENT 3: SERVICE AREA MAPS

County or municipal road/street maps identifying the applicant’s service area including the census tracts

ATTACHMENT 4: FUNDING AND OTHER COMMITMENTS

- Commitments of all non-RIA funds required to implement the project:
 - For local funds, a letter of commitment (with original signature) from the chief elected or administrative official. The letter should identify the source of the funds (e.g., general fund or enterprise fund) and when the funds will be available.
 - For other sources, a copy of the award letter or other documentation from the agency that includes the amount of funds awarded.

ADDITIONAL ATTACHMENTS

Include any other relevant documentation that supports the application narrative. Examples include:

- Sanitary surveys, compliance inspections, or other documentation of regulatory issues
- Documentation of system challenges such as financial statements or the results summary from the Utility Viability Tool which can be downloaded at ria.sc.gov/utility-viability/.

VIABILITY PLANNING PROJECTS

To ensure the proposed project complies with program guidelines (including eligibility, local investment and budget/cost feasibility), please review the [SCIIP Program Strategy](#) before completing the application.

Submission Instructions		
Applications must be submitted both electronically and in hard copy. Please carefully review the required submissions:		
<p>1. 2 hard copies of the signed application and attachments:</p> <ul style="list-style-type: none"> a. One original version with original, pen-and-ink signatures on the application certification and any local funding commitment letters b. One duplicate copy of the full application (all attachments included) <p>AND</p> <p>2. Required electronic files (2 separate PDFs):</p> <ul style="list-style-type: none"> a. The PDF of the application form, completed but unsigned and saved in its original format (NOT printed and scanned) b. A single PDF of all attachments, in the requested order 	<p><i>Hard copies may be mailed or hand-delivered but must be received by 5:00 p.m. on September 12, 2022.</i></p>	
	<p><i>Electronic files may be emailed to info@ria.sc.gov or sent on a flash drive with the hard copies.</i></p>	
Mailing Address	Delivery Address	Email Address
SC Rural Infrastructure Authority 1201 Main Street, Suite 1600 Columbia, SC 29201	SC Rural Infrastructure Authority 1201 Main Street, Suite 1740 Columbia, SC 29201	info@ria.sc.gov

All application submissions (both hard copies and electronic files) must be RECEIVED by 5:00 p.m. on September 12, 2022.

Please contact RIA staff with any questions about application requirements or submission procedures.

803-737-0390
info@ria.sc.gov

