MINIMUM FUNDING PARTICIPATION REQUIREMENTS FOR PRELIMINARY ENGINEERING REPORTS (PER)

(For Grant/Loan Recipients)

Applicability:

On June 10, 2014, the Water Resources Reform and Development Act of 2014, was signed into law. Among its provisions are amendments to Titles I, II, V, and VI of the Federal Water Pollution Control Act (FWPCA). This document provides guidance to meet the requirements for Section 602(b)(13), which was added to Title VI of FWPCA. These requirements take effect on October 1, 2015.

These requirements are applicable only to Clean Water State Revolving Fund (CWSRF) Program for which a Pre-Application for Financial Assistance is submitted on or after October 1, 2015 and received funding for the first time for the project. They will not apply to CWSRF projects that have been identified as multi-phased, and MDE funding has been provided to an earlier phase of the project prior to October 1, 2015.

While these requirements are applicable only to CWSRF Program, they are strongly recommended as a good business practice to all other MDE funded Clean Water and Drinking Water projects.

Exemptions:

- Privately owned nonpoint source projects are exempt from all these requirements.
- Publicly owned nonpoint source projects are exempt from only item 9 of the checklist below, Project Asset Management/Fiscal Sustainability.

The Guidelines:

The recommended best practice for the development of Preliminary Engineering Reports, as described in the January 16, 2013 Interagency Memorandum, is the main source of guidance for meeting these requirements.

The following additional guidelines are intended to serve as addenda to supplement and further explain the recommended practice.

Addendum 1: Add Under "Sustainability Considerations"

Discussion on climate-related considerations and Maryland Cost Smart Practices (House Bill 615 of 2014).

Addendum 2: New Section 9 – Project Asset Management/Fiscal Sustainability:

The following information must be provided in this new section for asset added by the proposed project:

- 1. Inventory of critical assets
- 2. Conditions of these critical assets
- 3. Plan of maintaining and replacement of these critical assets
- 4. Energy/Water efficiency of these assets and conservation effort plan

PER Checklist:

The following checklist is to ensure that the PER includes all the items needed to meet the requirements. PER items are categorized in the checklist as either:

Essential: Must be included in order to complete intergovernmental review and proceed to funding.

Recommended: Not required, but recommended as a good business practice. Also, depending on project complexity recommended items may become required by MDE for certain projects.

| Item | Category | Included and | |
|---|-------------|---------------------|--|
| | | Sufficient (Y/N) | |
| 1) Cover Page | | | |
| Signed and Sealed by a Maryland Certified | Essential | | |
| Professional Engineer | | | |
| 2) Project Planning | | | |
| Recipient Cost & Effectiveness Analysis | Essential | | |
| Certification | | | |
| Environmental Resources Present | Essential | | |
| Location | Recommended | | |
| Population Trends | Recommended | | |
| Community Engagement | Recommended | | |
| 3) Existing Facilities | | | |
| Location Map | Essential | | |
| History | Essential | | |
| Financial Status of any Existing Facilities | Essential | | |
| Condition of Existing Facilities | Recommended | | |
| Water/Energy/Waste Audits | Recommended | | |
| 4) Need for Project | | | |
| Health, Sanitation and Security | Recommended | | |
| Aging Infrastructure | Recommended | | |
| Reasonable Growth | Recommended | | |
| 5) Alternatives Considered | | | |
| Description | Essential | | |
| Map and Schematic | Essential | | |
| Environmental Impact | Essential | | |
| Sustainability Considerations: | Essential | | |

| i) Water and Energy Efficiency (summary – further discussed in Section 9 below) | | |
|---|-------------|-----|
| Section 9 below) | | |
| , | | |
| ii) Graan Infrastrustuma | | |
| ii) Green Infrastructure | | |
| iii) Climate-related considerations and | | |
| Maryland Coast Smart Practices | | |
| iv) Other | | |
| | Essential | |
| | Essential | |
| 1 | Recommended | |
| | Recommended | |
| 6) Selection of an Altern | | |
| , , , , , , , , , , , , , , , , , , , | Essential | |
| | Essential | |
| 7) Proposed Project (Recommend | | e) |
| 7 7 2 | Essential | |
| 1 | Essential | |
| j | Essential | |
| i) Water and Energy Efficiency | | |
| (summary – further discussed in | | |
| Section 9 below) | | |
| ii) Green Infrastructure | | |
| iii) Climate-related considerations and | | |
| Maryland Coast Smart Practices | | |
| iv) Other | 2 4 1 | |
| \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ | Essential | |
| of Probable Cost) | 2 4 1 | |
| F 6 | Essential | |
| i) Income | | |
| ii) Annual O&M Costs | | |
| iii) Debt Repayments iv) Reserves | | |
| , | Recommended | |
| 8) Conclusions and Recomm | | |
| , , | Recommended | |
| 9) Project Asset Management/Fisc | | itv |
| , , , | Essential | Ity |
| | Essential | |
| | Essential | |
| critical assets | 2550110101 | |
| | Essential | |
| conservation effort plan | | |