

MISSISSIPPI MUNICIPALITY & COUNTY WATER
INFRASTRUCTURE GRANT PROGRAM (MCWI)
APPLICATION

NOTE: This application is for reference only. To submit an application for consideration please visit <https://mswaterinfrastructure.com/> for further information.

This is a competitive grant process. Therefore, completeness and thoroughness in the applications is key for applicants to establish eligibility and to be ranked relative to other applicants. Applicants selected to receive matching grants will be awarded funding in the form of reimbursement grants. Applicants for these funds will have to certify to MDEQ that each expenditure of the funds is in compliance with ARPA guidelines, guidance, rules, regulations and other criteria.

General Information:

1. APPLICANT INFORMATION

Provide the official name and Federal Tax ID of applicant's municipality, county, or public utility.

Entity Name	Federal Tax ID
County	City
Street Address	Zip Code

Entity Type: Municipality
 Public utility not regulated by the Public Service Commission
 County

2. PROJECT NAME

Provide a short project name that captures the nature of the project.

Project Name

3. AUTHORIZED REPRESENTATIVE

Provide the contact information, including name, title, phone number, and email address, of applicant, an authorized representative, a secondary authorized representative, and applicant’s engineer (if engaged at the time of application).

Authorized Representative

Name and Title	Email
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Phone Number

Secondary Authorized Representative

Name and Title	Email
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Phone Number

Applicant’s Designated Engineer

Name and Title	Email
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Phone Number

4. PROJECT COUNTY or COUNTIES

List the county or counties in which the project will be located.*

Project County or Counties

5. Attach a copy of the board or council resolution which authorizes the submission of the application and designates the authorized representative(s) to act on behalf of the applicant in an official capacity.*

6. UEI NUMBER

Provide the applicant’s Unique Entity Identifier (UEI) number. (As of April 4, 2022, all applicants will be expected to provide an UEI. If the applicant has a DUNS number or is registered with SAM.GOV, then the applicant has been assigned a UEI).

UEI Number

7. **FEDERAL TAX ID NUMBER**

Provide the applicant's federal Tax ID Number.

Federal Tax ID Number

8. **MISSISSIPPI 811**

Attach proof of registration with Mississippi 811.

9. **MAGIC**

Provide the applicant's MAGIC Vendor Number.

MAGIC Vendor Number

10. Attach documentation of the applicant's tax-exempt status under either federal or state law.

11. Attach a completed Internal Review Service Form W-9.

12. Provide the population of the applicant's political boundary or service area taken from the sources listed in the MCWI Grant Program regulations.

Population

13. Provide the population of the applicant's political boundary or service area from five years prior to the source used in Item 12 taken from the sources listed in the MCWI Grant Program regulations. For example, if applicant is a public utility using the number of customers served as of July 1, 2022, to respond to Item 12, then the public utility should use the number of customers served as of July 1, 2017, to respond to Item 13.

Population

14. Provide the median household income of the population served by the applicant taken from the sources listed in the MCWI Grant Program regulations.

Median household income

15. Provide the unemployment rate of the population served by the applicant taken from the sources listed in the MCWI Grant Program regulations.

Unemployment rate

16. Provide the amount of the average annual residential water and sewer bill for the residents served by the applicant.

Average annual residential water and sewer bill

17. MCWI Grant Program funds are only available to Mississippi municipalities, counties, and public utilities not regulated by the Public Service Commission who provide matching ARPA Coronavirus Local Fiscal Recovery Funds (LFRF).

Select the statement that best describes the eligible applicant:

- Applicant is a municipality that received a total ARPA LFRF allocation from the US Treasury less than \$1,000,000.00.
- Applicant is a municipality that received a total ARPA LFRF allocation from the US Treasury equal to or more than \$1,000,000.00.
- Applicant is a public utility not regulated by the Public Service Commission. Attach a statement from the applicant's authorized representative and applicant's legal counsel certifying the applicant meets the definition of a public utility not regulated by the Public Service Commission as provided in the MCWI Grant Program regulations.
- Applicant is a county.
- Applicant is a municipality pooling its ARPA LFRF with another municipality.

18. Has the applicant received a transfer or will receive a transfer of ARPA LFRF from a county or municipality?

- Yes
- No

If yes, provide the source and amount of the funds and attach documentation of transfer.

19. Has the applicant received its full ARPA LFRF allocation/transfer at the time of application submission?

- Yes
- No

20. Provide the total ARPA LFRF allocation received by the applicant. For pooled funds, only include the ARPA LFRF allocation received by the applicant. The funds being transferred to the applicant are to be reported under Item 18 above.

ARPA LFRF allocation

Project Information:

21.

- a) Select the option that best describes your primary project category.
- Clean Water state Revolving Fund eligible project
 - Drinking Water State Revolving Fund eligible project
 - Additional stormwater project
 - Additional lead remediation and household water quality testing
 - Drinking water projects to support increased population
 - Dams and reservoirs
 - Private wells
- b) Select any additional categories that apply to subcomponents of your project.
- No secondary Project
 - Clean Water State Revolving Fund eligible project
 - Drinking Water State Revolving Fund eligible project
 - Additional stormwater project
 - Additional lead remediation and household water quality testing
 - Drinking water projects to support increased population
 - Dams and reservoirs
 - Private wells
- c) Provide a detailed scope of work for the project including issues to be resolved, goals, objectives, and performance metrics. Explain why the project is a “Necessary Investment”.

Refer to [MCWI Regulations](#), Rule 1.2, Section D for additional information on necessary investments.

Attach a separate narrative if response exceeds space provided.

22. Select the primary purpose of the project: wastewater, drinking water, stormwater. If the project consists of multiple types, ensure the multiple types are clearly described in the scope of work provided in response to Item 21 above.

Instructions for Use: Please note Questions 23-25 will be based on the water project chosen here. If you choose wastewater answer Question 23, drinking water answer Question 24, stormwater Question 25.

23. Select the type of wastewater project (more than one may apply) (complete descriptions of these types of projects will be provided in the Portal):

- Raw Discharge Correction
- Existing Facilities Upgrades (not meeting final limits)
- WW Overflows/SSOs/Bypass Elimination
- New Collection (existing buildings)
- Existing Facilities Upgrade (meeting final limits)
- New Facilities/Development
- Industrial
- Other (Explain)

24. Select the type of drinking water project (more than one may apply) (complete descriptions of these types of projects will be provided in the Portal):

- Primary Drinking Water Standards
- One Well
- Reservoir/Dams
- Pressure Deficiencies
- Lead Service Lines
- Private Wells
- Source Water Protection
- System Capacity Expansion (existing unserved business/residential)
- Back-up Water Supply Sources
- Existing Facilities Upgrades (meeting primary standards)
- Fluoride Addition
- Secondary Drinking Water Standards
- Consolidation
- Other (Explain)

25. Select the type of stormwater project (more than one may apply) (complete descriptions of these types of projects will be provided in the Portal):

- Non-point and Stormwater Pollution Correction
- Drainage and Management
- Green Infrastructure Stormwater Projects
- Stormwater Projects (including culverts) that implement (1) NPS MP, 2; (2) NEP CCMP; (3) SWMP to provide water quality benefit
- Gray Infrastructure Stormwater Projects (piping/storage/treatment)
- Culverts/Other Road-Stream Crossings for Stormwater Management
- Other (Explain)

26. Attach a project map.

27. Provide the total project cost, inclusive of MCWI Grant Program funds, LFRF match funds, and other funds.

Total project cost

28. Provide the total ARPA LFRF funds set aside for MCWI Program match purposes.

ARPA LFRF funds set aside

29. Are there any other sources of funds to be used on the project?

- Yes
- No

If yes, provide the source and amount of funds.

Other sources of funds

30. Attach all prepared plans, specifications, and professional services contract documents for the planning, design, bidding, and construction phases of the project, if available at the time of application.

- 31. Attach engineering reports and engineering service agreements.
- 32. Attach all existing or proposed interlocal agreements related to the project, if applicable.
- 33. Provide a list of all needed permits/approvals for the project, and attach a copy of each permit/approval obtained for the project.

34. Provide the estimated population served by the project when completed.

Population served

35. Provide the number of communities within the applicant's service area served by the project.

Number of communities

- 36.
 - a. Describe applicant's long-term plans for financial and physical operation and maintenance of the project.

- b. Has the applicant developed an Asset Management, Fiscal Sustainability and/or similar plan?

Yes

No

37.

- a. Provide the number of political subdivisions benefitted by the proposed project.

Number of political subdivisions

- b. If more than one political subdivisions, list all political subdivisions benefitted.

38. Describe how the proposed project will enhance public service infrastructure, including transportation and emergency access, if applicable.

39. Attach documentation of any noncompliance history to be corrected by the project.

40. Provide information which clearly supports that the proposed project promotes economic development in the community/service area, if applicable.

41. Provide information, including dates, that clearly demonstrates the applicant's most recent efforts to secure funding to address the proposed project's objectives.

42. Attach a copy of the applicant's approved engineer's list or other documentation evidencing the proposed project being on said list.

Level of Readiness:

43. Has the applicant started the procurement process for the goods or services that would be considered a part of the proposed project or program?

- Yes
- No

If Yes, Question 44 will be required. If No, Question 44 will not be required.

44. Have all the previous procurements for goods or services for which the MCWI funds will be used been procured in accordance with 2 CFR 200 guidelines and State/local guidelines with all procurement documents being retained?

- Yes
- No

If Yes, attach relevant procurement documentation substantiating proper federal procurement.

45. Does the applicant have a preliminary engineering report for the project?

- Yes
- No

46. Does the applicant have a final design for the project?

- Yes
- No

47. Does the applicant have all right-of-way, land purchases and site title issues finalized?

- Yes
- No

48. List which bid processes the applicant has started, and list which bid processes are complete.

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49. Is the project currently under construction?

- Yes
- No

If yes, provide the stage of completeness.

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Project Schedule: Provide dates for the completion of the following tasks

Project Design Dates			
<i>Project Task</i>	<i>Start Date</i>	<i>Anticipated Start Date</i>	<i>Not Started</i>
Preliminary Design			<input type="checkbox"/>
Final Design			<input type="checkbox"/>
Plans, Specifications, and Contract Document Review			<input type="checkbox"/>
Plans, Specifications, and Contract Document Review			<input type="checkbox"/>
Project Bid Dates			
<i>Project Task</i>	<i>Start Date</i>	<i>Anticipated Start Date</i>	<i>Not Started</i>
Bid Document Approval			<input type="checkbox"/>
Advertise for Bids			<input type="checkbox"/>
Selection and Award Notice			<input type="checkbox"/>
Notice to Proceed			<input type="checkbox"/>
Project Construction Dates			
<i>Project Task</i>	<i>Start Date</i>	<i>Anticipated Start Date</i>	<i>Not Started</i>
Construction Start			<input type="checkbox"/>
Construction Completion			<input type="checkbox"/>
Closeout			<input type="checkbox"/>
Final Documentation			<input type="checkbox"/>

Project Budget: Provide estimates for the following budget categories and funding streams

	MCWI Grant Funds	ARPA – LFRF Local Match	Other Funds	Total
Construction	\$	\$	\$	\$
Contingency	\$	\$	\$	\$
Land Acquisition Costs	\$	\$	\$	\$
Professional Fees	\$	\$	\$	\$
Total Project Budget	\$	\$	\$	\$

50. Describe applicant’s contingency plan that addresses cost overruns and construction delays.

Risk Assessment:

The following questions are intended to help MDEQ evaluate each applicant's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of any Grant Agreement for purposes of determining the appropriate level of monitoring of the applicant and the project that may be required.

General Information

51. Has the applicant managed federally funded grant programs in the two years? If yes, list the programs.

- Yes
- No

If Yes, list the programs.

52. Does the applicant have the capacity to manage and implement federal regulations including 2 CFR 200 and other specific federal regulations pertaining to items such as segregation of duties, cashing handling, contracting and procurement procedures, personnel, and travel policies, etc.?

- Yes
- No

53. Does the applicant have written policies and procedures for managing federal awards? If yes, attach copies of these policies and procedures.

- Yes
- No

If Yes, attach the written policies.

Financial Management

54. Is the applicant's financial management system sufficient to permit preparation of reports required by ARPA and the MCWI Grant Program?

- Yes
- No

55. Is the applicant's financial management system sufficient to permit the tracing of funds as required by 2 CFR 200.302?

- Yes
- No

56. Does the applicant's financial management system provide for the requirements found in 2 CFR 200.302(b)?

- Yes
- No

57. Does the applicant have an effective system of internal controls to provide reasonable assurance that reports submitted to MDEQ include all activity of the reporting period, are supported by underlying accounting or performance records, and are fairly presented in accordance with program requirements?

- Yes
- No

58. Does the applicant have an effective system of internal controls to provide reasonable assurance that grant awards are expended only for allowable activities and that the costs of goods and services charged to grant awards are allowable and in accordance with the applicable cost principles?

- Yes
- No

59. Does the applicant's financial management system support procedures for determining the reasonableness of costs allocated in accordance with 2 CFR 200 Subpart E-Cost Principles?

- Yes
- No

60. Does the applicant have an effective system of internal controls to provide reasonable assurance that the (1) drawdown of cash is only for immediate needs, (2) reimbursement is requested only after costs have been incurred, and (3) reimbursement requests comply with any applicable Treasury agreements?

- Yes
- No

61. Does the applicant's system of internal controls provide reasonable assurance that matching or level of effort requirements are met using only allowable funds or costs which are properly calculated and valued?

- Yes
- No

62. Does the applicant have policies and procedures related to the security of the internal accounting or financial systems used by the applicant to manage grants?

- Yes
- No

If yes, attach these policies and procedures unless already attached.

Audit Information

63. Have audits been performed on the applicant's financial statements for the past two years?

- Yes
- No

If yes, attach the audited financial statements.

If no, provide the reason why no audits have been performed and attach the unaudited financial statements.

64. Has the Applicant been subject to a single audit under the Uniform Guidance requirements?

- Yes
- No

Operations and General Management

65. Does the applicant have management, information, and accounting systems in place that are designed to meet all federal and MCWI requirements, including reporting requirements?

- Yes
- No

66. Do key personnel assigned to the MCWI Grant have experience in managing grants and an understanding of the relevant regulations?

- Yes
- No

67. Does the applicant maintain a written code of conduct governing the performance of its employees and/or contractors, and specifically those employees engaged in the award and administration of contracts?

- Yes
- No

If yes, attach the applicant's code of conduct.

a. Does the code of conduct encompass conflicts of interest? If no, provide the title of the document that addresses conflicts of interest and attach same.

- Yes
- No

68. Have the applicant or its representatives/contractors (if procured) ever been debarred, suspended, or delinquent on any federal debt?

- Yes
- No

If yes, explain.

69. Does the organization have policies and/or procedures in place to address breaches of ethics policy and/or instances of fraud or other criminal activity?

Yes

No

a. Do these policies and/or procedures include required procedures and/or remedial actions to prevent future violations?

Yes

No

b. Do these policies and/or procedures include a means to notify the appropriate agency in cases of confirmed fraud related to grant funds?

Yes

No

70. Are there formal policies and procedures in place for employees to confidentially report suspected violations of policies and or suspected instances of fraud or other criminal activity, including specifically those related to grant programs?

Yes

No

71. Does the applicant's information systems policies and procedures exist for the safeguarding of data, including personally identifiable information (PII), authorization and addition of system users, termination of user rights, information back-up and recovery, and retention and destruction of data?

Yes

No

72. Does the applicant perform vulnerability, penetration and disaster recovery testing on IT and data storage systems and document these processes and testing outcomes?

Yes

No

73. Is access to data, including PII, protected against unauthorized access and limited to appropriate individuals based on job functions?

Yes

No

74. Does the applicant maintain a written policy for compliance with the Civil Rights Act Title VI?

- Yes
- No

75. Has the applicant submitted a Title VI compliance form to a Federal Agency?

- Yes
- No

76. Related to the applicant's Title VI compliance:

a. Does the applicant post Title VI notices to the public in a prominent place(s)?

- Yes
- No

If Yes, what type of postings are being used?

b. Does the applicant have any pending Title VI investigations, complaints or lawsuits filed that pertain to allegations of discrimination based on race, color, and/or national origin?

- Yes
- No

c. Does the applicant have a plan for providing language assistance to persons with limited English proficiency?

- Yes
- No

d. Has the applicant received any Title VI compliance review reports issued by a federal agency in the previous 2 years?

- Yes
- No

e. Does the applicant have program-related, non-elected planning boards, advisory councils or committees, or similar bodies, for which you maintain information depicting the racial breakdown of the membership of those committees and a description of efforts made to encourage the participation of minorities on such committees or councils?

- Yes
- No

Procurement

77. Does the applicant maintain written procurement procedures which provide reasonable assurance that procurement of goods and services are made in compliance with the provisions of 2 CFR Part 200?

- Yes
- No

If yes, attach the applicant's procurement policies.

78. Does the applicant maintain written procurement procedures which provide reasonable assurance that covered transactions (as defined in the suspension and debarment common rule (2 CFR Part 180)) are not made with a debarred or suspended party?

- Yes
- No

If yes, attach the applicant's procurement policies unless already attached.

All applications will require the submission of a signed certification document located in the application portal. Please have the certification form signed by same person identified in the board or council resolution.