

**ENVIRONMENT DEPARTMENT CONSTRUCTION PROGRAMS BUREAU
RURAL INFRASTRUCTURE PROGRAM
LOAN APPLICATION ATTACHMENTS**

Attach project narrative, see application narrative instructions

Enclose copy of the Resolution passed by the governing body which authorized the chief elected Official to file this application for assistance from the State of New Mexico.

(The Resolution should clearly indicate that the loan is being applied for from the Rural Infrastructure Program and the dollar amount that is being requested.)

Enclose copy of the Notice of Public Meeting where the above Resolution was passed

(The Public notice should clearly indicate that a loan application with the Rural Infrastructure Program will be discussed at the meeting and the dollar amount requested. Also describe where and when the notice was posted; include copy of ad if a newspaper advertisement was placed. Also provide minutes of the meeting when the loan application was discussed).

If this application is not being made by a municipality or county, please include a copy of Articles of Incorporation and By-laws.

(Articles of Incorporation are necessary in order to determine your organization's eligibility for RIP funding. If you have a question regarding eligibility, these articles should be sent to us for review before you complete the application).

If available, provide site and area maps indicating the expected location of the project and the area to be served. Include any feasibility studies or plans, appraisals, etc. which might assist the RIP staff with the review of the application.

Provide a copy of the last two completed year's audited financial statements or unaudited if you do not have an audit.

Provide a copy of current user charge schedule.

(Break down the charge for amount of gallons used - i.e., 0-3000 gal. \$18.00 etc.)

Provide a copy of proposed user charge schedule if different from the current schedule.

Provide a Summary of Account Delinquencies - Residential and Commercial for the past 3 years.

Provide proof that the Local Authority is in good standing with the Public Regulations Commission

RURAL INFRASTRUCTURE PROGRAM
APPLICATION NARRATIVE INSTRUCTIONS
FOR WATER PROJECTS

1. DESCRIBE THE PROJECT IN DETAIL AND THE ESTIMATED COSTS

Describe the nature of the problems or inadequacies, and the manner in which they will be addressed in the project. Applicants should describe the existing facilities including their size, condition, age, and capacity. The applicant should also state the approximate size, capacity, number of service connections, and the estimated costs of the proposed improvements (please also complete the enclosed project budget form).

2. DESCRIBE THE REAL PROPERTY (LAND, EASEMENT AND WATER RIGHTS) TO BE ACQUIRED AS PART OF THE PROPOSED PROJECT

Indicate if the property to be acquired for the project is currently owned by private, federal, or state interests. Indicate any anticipated problems or actions that may be required to obtain clear title to the property and how the acquisition of property, or water rights, might slow down the project.

3. HAS A PER, FP OR EID BEEN COMPLETED?

Indicate whether a Facility Plan (FP), Preliminary Engineering Report (PER), or Environmental Information Document (EID) has been completed for this project.

4. STATE HOW AND TO WHAT EXTENT THE PROPOSED PROJECT WILL MEET THE FACTORS OF THE RIP RATING CRITERIA OUTLINED BELOW

Address each of the following rating criteria factors listed below and explain how the proposed project activities will meet each factor.

Factor A: Water Quality, Microbial

Is the current water quality in compliance with the required or recommended levels?

Factor B: Water Quality, Turbidity

Is the current water quality in compliance with the required or recommended levels?

Factor C: Water Quality, Inorganic

Is the current water quality in compliance with the required or recommended levels?

Factor D: Water Quality, Radiological

Is the current water quality in compliance with the required or recommended levels?

Factor E: Water Quality, Organic

Is the current water quality in compliance with the required or recommended levels?

Factor F: Water Quality, Secondary parameters

Is the current water quality in compliance with the required or recommended levels?

Factor G: Treatment

Describe the condition of the existing treatment and/or the need for treatment.

Factor H: Disinfection

Describe the condition of the existing disinfection and/or need for disinfection.

Factor I: Storage Capacity

Describe the storage capacity and how it compares to the average daily consumption.

Factor J: Distribution Capacity

Describe the pressures maintained throughout the system under different operating conditions.

Factor K: Reliability of the System

Describe if the system has been without water during the last year and how many times.

Factor L: Potential Need for Emergency Assistance

Explain the consequences if the system is not improved, whether potential contamination exists and describe any system failures during the recent past.

Factor M: Need for Expansion

Indicate whether the system is serving more individuals than it was designed for, the number of new connection requests, and any proposed economic development in the area that would require expansion of the system to meet growth.

Factor N: Age and Condition of the System

Indicate the age and condition of the different components of the system and how the proposed project will correct any deficiency in the system due to age or dilapidated conditions.

Factor O: Population Served

Identify the total number of persons who will unquestionably benefit and be served by the improved water supply improvements resulting from the proposed project.

5. CAN THE PROJECT BE PHASED

Can the project be accomplished in separate usable portions? If so, describe briefly.

RURAL INFRASTRUCTURE PROGRAM
APPLICATION NARRATIVE INSTRUCTIONS
WASTEWATER IMPROVEMENTS PROJECTS

6. DESCRIBE THE PROJECT IN DETAIL AND THE ESTIMATED COSTS

Describe the nature of the problems or inadequacies, and the manner in which they will be addressed in the project. Applicants should describe the existing facilities including their size, condition, age, and capacity. The applicant should also state the approximate size, capacity, number of service connections, and the estimated costs of the proposed improvements (please also complete the enclosed project budget form).

7. DESCRIBE THE REAL PROPERTY (LAND, EASEMENTS) TO BE ACQUIRED AS PART OF THE PROPOSED PROJECT

Indicate if the property to be acquired for the project is currently owned by private, federal, or state interests. Indicate any anticipated problems or actions that may be required to obtain clear title to the property and how the acquisition of property might slow down the project.

8. DESCRIBE EXISTING PERMITS TO BE ACQUIRED OR RENEWED AS PART OF THE PROPOSED PROJECT

Indicate if new state and/or federal permits are required for the project, or if the existing permit will require renewal. Indicate how the permit application process might slow down the project, for instance the need to complete environmental review.

9. HAS A PER, FP OR EID BEEN COMPLETED?

Indicate whether a Facility Plan (FP), Preliminary Engineering Report (PER), or Environmental Information Document (EID) has been completed for this project.

10. STATE HOW AND TO WHAT EXTENT THE PROPOSED PROJECT WILL MEET THE FACTORS OF THE RIP RATING CRITERIA OUTLINED BELOW

Address each of the following rating criteria factors listed below and explain how the proposed project activities will meet each factor.

Factor A: Wastewater Quality, Existing Permits

Is the current wastewater quality in compliance with all applicable state and/or federal permits recommendations or requirements?

Factor B: Wastewater Quality, Future Permits

Is the current wastewater quality in compliance with all anticipated future, applicable state and/or federal permits recommendations or requirements?

Factor C: Treatment Facilities

Describe the condition of the existing treatment facilities with and/or the need for treatment.

Factor D: Treatment Capacity

Describe the treatment capacity and how it compares to existing and future anticipated flows.

Factor E: Collection Capacity

Describe the collection system capacities throughout the system under varied flow conditions.

Factor F: Reliability of the System

Describe if the system has been out of compliance of state and/or federal regulations during the last year and how many times.

Factor G: Potential Need for Emergency Assistance

Explain the consequences if the system is not improved, whether potential pollution exists and describe any system failures during the recent past.

Factor H: Need for Expansion

Indicate whether the system is serving more individuals than it was designed for, the number of new connection requests, and any proposed economic development in the area that would require expansion of the system to meet growth.

Factor I: Age and Condition of the System

Indicate the age and condition of the different components of the system and how the proposed project will correct any deficiency in the system due to age or dilapidated conditions.

Factor J: Population Served

Identify the total number of persons who will unquestionably benefit and be served by the improved wastewater improvements resulting from the proposed project.

11. CAN THE PROJECT BE PHASED

Can the project be accomplished in separate usable portions? If so, describe briefly.