



A **Water, Sewer**

AND

Stormwater

**UTILITY'S GUIDE TO FINANCIAL AND TECHNICAL
ASSISTANCE PROGRAMS**

COMMONWEALTH OF PENNSYLVANIA

**GOVERNOR EDWARD G. RENDELL
CHAIRMAN**

2003



THE GOVERNOR

We are committed to improving the quality of life for Pennsylvania families by helping supply the clean water for our communities. The Pennsylvania Infrastructure Investment Authority – or PENNVEST – has become the vital source of funding for these desperately needed infrastructure improvements.

PENNVEST was established in 1988 to help provide more than \$2.5 billion for improvements in Pennsylvania’s drinking water, sewer and stormwater systems.

There are about 2,400 community water systems in Pennsylvania, more than any other state in the nation. Some 2,100 of them serve fewer than 3,300 customers, frequently to communities with a narrow or shrinking tax base. The burden of millions of dollars of improvements in these systems – which average only 478 customers each – could result in enormous rate increases. Instead, PENNVEST’s low-interest loans and supplemental grants, along with the other assistance plans described in this booklet, can keep down the costs to our consumers and create jobs in our communities.

This Guide to Financial and Technical Assistance Programs provides a list of agencies that are ready to provide the environmental infrastructure we need to leave our children and grandchildren. They have a right to clean water, and through PENNVEST, we will help make that happen.

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6	PENNVEST	y	y	y	y	y		y		
7	PENNVEST	y	y	y	y	y		y	y	
8	PENNVEST	y	y	y	y	y		y	y	
9	PENNVEST		y			y				y
10	ACE	y	y		y	y	y	y	y	
11	DCED	y	y		y			y		
12	DCED	y	y		y			y		
13	DCED			y	y	y	y	y		
14	DCED	y	y	y	y	y		y		
15	DCED				y			y	y	
16	DCED					y		y		
17	DCED		y				y	y		
18	DCED		y			y		y		
19	DCED				y			y		
20	DCED				y			y		
21	DCED				y			y	y	
22	DEP			y	y			y	y	
23	DEP		y		y			y		
24	DEP		y		y			y	y	
25	DEP		y		y			y	y	
26	DEP	y			y				y	
27	DEP	y			y			y	y	
28	DEP	y	y		y	y		y	y	
29	DEP	y			y			y	y	
30	DEP	y					y	y		
31	DEP	y			y			y	y	
32	DEP		y				y	y		
33	DGS							y		
34	EDA					y		y		
35	EDA	y	y			y		y		
36	EFC	y	y	y	y	y	y	y	y	y
37	PRWA	y					y	y		
38	PRWA	y	y				y	y		
39	PUC						y			
40	RCAP	y	y				y	y		
41	RD	y	y		y	y				y
42	RD	y	y			y				y
43	RD				y	y				
44	RD					y				
45	RD				y			y		
46	RD	y	y			y	y	y		
47	RD	y	y		y	y		y	y	
48	RUS	y	y	y	y	y		y	y	

Funding Pledge Program

Types of Assistance

Up-front guarantee of low-interest loans, supplemental reduced interest rates and/or grant money for drinking water, stormwater, and wastewater projects. The financial capability analysis will be conducted on each phase of the project based upon the project's borrowing impact on the residential users. Projects will be initially approved for sufficient loan funds to cover all eligible costs. Land and associated costs on wastewater projects are not eligible for participation. The interest rate will be 1% for the interim term of the loan (until the construction phase settlement). Long-term financing interest rates may be higher, depending upon financing impact on the residential users, but will not exceed county maximum rates as determined by PENNVEST legislation. Projects that receive a Funding Pledge (FP) must proceed to implementation of their project within twelve months of approval. Funding commitments will not exceed five years without being put on an amortization schedule with principle repayment.

Who is Eligible

Start-up municipal or municipal authority systems that serve 250 or fewer customers are eligible. Should more than one municipal sponsor be coordinating a project they may qualify for the FP funding as long as each individual sponsor has, or will have, no more than 250 customers each at project completion.

Program Use

Projects must demonstrate a significant impact on public health, environment, or economic development to qualify for approval for the entire estimated eligible project costs. The applicant must be able to provide sufficient documentation in order for the project ranking to be performed by the Department of Environmental Protection and/or the Department of Community and Economic Development consistent with established practice and procedures.

Application Procedure

Each applicant must participate in a planning consultation with the regional DEP staff, local/regional planning staff, county agricultural preservation board representative or county conservation district and the PENNVEST project specialist. DEP will provide technical guidance, describe the ranking criteria and provide advice on how to document needs. The planning and agricultural preservation boards will provide advice relating to land use consistency. PENNVEST staff will provide an estimate of potential funding, funding timelines, and availability. Each applicant must submit a completed FP application form in accordance with traditional published cut-off dates, and application procedures. Projects may be recommended for funding prior to obtaining permit level plans and specifications. All feasibility work must be completed and in place prior to recommendation. County planning and agriculture preservation sign-off must be obtained prior to recommendation to the Board of Directors.

Where to Apply

Pennsylvania Infrastructure Investment Authority
22 South Third Street
Harrisburg, Pennsylvania 17101
Phone: (717) 787-8137
FAX: (717) 787-0804
Internet: <http://www.pennvest.state.pa.us>
E-mail: bjohnson@state.pa.us

Advance Funding Program

Types of Assistance

Low-interest loans and possibly supplemental grants are available for feasibility studies and the design and engineering of drinking water or storm water management systems. The design and engineering of wastewater systems may also be funded. Feasibility studies of wastewater systems may be partially funded by Act 537 as administered by DEP.

Who is Eligible

Any current or prospective owner or operator of any drinking water or wastewater system is eligible. This may be either a public or private organization.

Program Use

The intent of the Advance Funding Program is to aid providers and prospective providers of water and wastewater services who cannot locally finance the costs of the preliminary tasks required in order to apply for a PENNVEST construction loan. Loans are made available for a term of five years. The approval of an advance funding application is not a guarantee of construction funding, nor is it a requirement to use PENNVEST to fund construction. The applicant will be obliged to implement any project receiving advance funding. If construction funding is later approved, the advance funding loan can be made a part of the construction loan. The great majority of advance funding will be made available in the form of low-interest loans. Grants are possible, but will be very limited. In most cases any grant funds provided will be combined with loan funds. Interest rates are determined in the same way as is done for construction projects.

Application Procedure

The application procedure is similar to that used for the construction loan projects. Application forms can be obtained from the PENNVEST office. All applicants are required to conduct a preliminary planning consultation with PENNVEST and DEP in order to assure project coordination. See Appendix A for Project Specialist Regions.

Where to Apply

Pennsylvania Infrastructure Investment Authority
22 South Third Street
Harrisburg, Pennsylvania 17101
Phone: (717) 787-8137
FAX: (717) 787-0804
Internet: <http://www.pennvest.state.pa.us>
E-mail: bjohnson@state.pa.us

Construction Loan Program

Types of Assistance

Low-interest loans and supplemental grants for drinking water, storm water and wastewater projects, including industrial wastewater systems, are available. PENNVEST is able to finance up to 100% of eligible project costs, subject to the following limits. There is an overall project cap of \$11 million per project. This cap is increased to \$20 million if

more than one municipality is served, and can be exceeded with Authority approval if four or more communities are served. The Authority may require the applicant to participate in financing a project when it determines that the applicant has the financial capability to do so and that such participation is desirable. PENNVEST financial assistance primarily consists of low-interest loans; some supplemental grant funds are available to defray extremely high user costs. Interest rates vary, based in part on the cost of funds to the Commonwealth. Once a PENNVEST loan is approved, interest is fixed for the term of the loan. Most of the loans have a term of 20 years and carry interest rates ranging from 1% to 6%. Loan applicants are eligible for an expedited rate review process established by the PUC to facilitate debt services repayment.

Who is Eligible

Municipalities, authorities, and some private entities are eligible for drinking water and wastewater project funding. Municipalities and other governmental units implementing storm water ordinances and counties with Act 167 plans in place are eligible for storm water funding.

Program Use

Financial assistance is available for construction, improvement, expansion, extension, acquisition, repair or rehabilitation of all or any part of any facility or system for the collection, treatment, filtration or disposal of wastewater, including industrial wastewater, or for the supply, treatment, filtration, storage or distribution of drinking water. Storm water control projects include work necessary to eliminate storm water flooding (no in-stream projects), such as new systems, update of existing systems, culverts and enclosures, detention and retention basins, combination sanitary and storm sewer separation, sanitary sewer infiltration, best management practices for non-point source pollution, and projects required for compliance with NPDES permits or state and federal compliance orders. Eligible costs may include, but are not limited to, construction, project design and engineering, administration, permit fees, legal fees and acquisition of property rights and equipment that are preliminary to or a necessary part of the project and interest during construction.

Application Procedure

Contact PENNVEST to schedule a planning consultation and obtain an application. The fundamental objectives that will guide project evaluation and selection are improvements upon public health, public safety and the environment. Performance on other criteria, including improvements to economic development, compliance with State and Federal requirements, social impact and improvements to adequacy and efficiency are also considered. PENNVEST Board meetings are held several times each year. A schedule of meetings and application deadlines is printed annually and is available from the PENNVEST office and on the PENNVEST website. See Appendix A for Project Specialist Regions.

Where to Apply

Pennsylvania Infrastructure Investment Authority
22 South Third Street
Harrisburg, Pennsylvania 17101
Phone: (717) 787-8137
FAX: (717) 787-0804
Internet: <http://www.pennvest.state.pa.us>
E-mail: bjohnson@state.pa.us

Individual On-Lot Sewage Disposal Systems Program

Types of Assistance

Low-interest loans to homeowners with an interest rate of 1% and a term of up to 20 years are available. Loans are for a maximum of \$25,000. Repayment commences within 60 days of loan closing.

Who is Eligible

Owners of individual on-lot sewage disposal systems if the owner occupies the single family residential housing unit served by the system and if the owner's family income does not exceed 150 percent of the statewide median household income, adjusted for inflation.

Program Use

This program is a cooperative effort among PENNVEST, the Pennsylvania Housing Finance Agency, the Department of Environmental Protection, and local financial institutions to provide funding to address the public health and environmental needs which result from malfunctioning on-lot systems in areas where public collection and treatment facilities are not practical in the immediate future. Eligible costs include all testing, design, permits, and construction costs associated with the repair, rehabilitation, improvement, expansion or in-kind replacement of an existing individual on-lot sewage disposal system.

Application Procedure

An applicant shall contact a participating local lending institution to see if they qualify for credit approval of a loan. Participating financial institutions may be accessed by calling the Pennsylvania Housing Financing Agency at 1-800-822-1174. An application fee of \$65 will be collected and is reimbursed if the loan is closed and disbursed.

Where to Apply

Pennsylvania Infrastructure Investment Authority
22 South Third Street
Harrisburg, Pennsylvania 17101
Phone: (717) 787-8137
FAX: (717) 787-0804
Internet: <http://pennvest.state.pa.us>
E-mail: bjohnson@state.pa.us

Environmental Restoration Infrastructure and Resource Protection Program

Types of Assistance

Pilot program to provide design and construction assistance for water related environmental infrastructure and resource protection and development projects within specific counties in Pennsylvania. Program funds provide up to 75 percent of the non-Federal sponsor's cost for project design and construction, although typical Federal funding is generally less than the 75 percent maximum. The Federal share of project costs can be provided through design and construction services undertaken by the Corps of Engineers, or by cash reimbursement to the non-Federal project sponsor. The non-Federal share of project costs can be provided by cash to the Corps, or through design or construction

services in-kind, as long as these services are directly related to the project. Non-Federal services in-kind can include work occurring subsequent to, or within six years prior to, entering into a contract with the Corps. In addition, in-kind services may be performed by local or state agencies on behalf of the non-Federal sponsor, and the in-kind work may be funded by grant monies from non-Federal sources.

Who is Eligible

Counties, townships, municipalities, and municipal authorities within the following Pennsylvania counties: Armstrong, Bedford, Blair, Bucks, Cambria, Chester, Clearfield, Delaware, Fayette, Franklin, Fulton, Huntingdon, Indiana, Juniata, Mifflin, Montgomery, Philadelphia, Somerset, Snyder, and Westmoreland.

Program Use

Eligible projects include wastewater treatment and related facilities; water supply, storage, treatment and distribution facilities; surface water resource protection and development; and limited flood damage reduction measures specifically linked to environmental restoration.

Application Procedure

While the program has been established to provide grant monies at some time in the future, it is not funded as a grants program at present. At present, Congress earmarks program funds for specific projects. These funds are provided through work provided by the Corps, or as a reimbursement for work performed by the non-Federal project sponsor. The program requires a contractual agreement between the Corps and the non-Federal sponsor.

Where to Apply

There is no grants application or screening process at present. For information about the funding process or program features, contact the appropriate Corps of Engineers offices listed in Appendix F.

Appalachian Regional Commission Grant Program

Types of Assistance

Supplemental grants to communities within the Appalachian Local Development Districts (see Appendix C for listing) to aid construction projects vital to regional growth are available. The bulk of funds available to Pennsylvania recipients are used to create opportunities for self-sustaining economic development and to improve the quality of life of the people in Appalachia. The program works to address Appalachia's unique needs with an emphasis on infrastructure development, business enterprise and human resource programs.

Who is Eligible

Municipalities, municipal authorities, school districts, planning commissions, or public or private non-profit organizations may apply. There are no size or income restrictions.

Program Use

Funds may be used for construction of water systems, sewer systems and treatment plants. Eligible costs include construction, project design and engineering costs, and all legal and administrative fees.

Application Procedure

Contact either the Center for Entrepreneurial Assistance or the Local Development District serving the county in which the project is located (see Appendix C). The project will be assessed based on the severity of the problem and number of people affected.

Where to Apply

Neil Fowler
Pennsylvania Department of Community and Economic Development
Center for Entrepreneurial Assistance
400 North Street 4th Floor
Harrisburg, Pennsylvania 17120
Phone: (800) 280-3801
FAX: (717) 787-4088
Internet: <http://dced.state.pa.us>
E-mail: nfowler@state.pa.us

Community Development Block Grants/Small Municipalities Entitlement and Competitive Grant Program

Types of Assistance

Grants to provide the Federal non-entitlement municipalities of Pennsylvania with funding needed to address local community development needs in the areas of housing, community facilities, economic development and public services including community drinking water and wastewater systems. Entitlement funding is allocated to eligible municipalities and counties on a formula basis. Selected projects must meet specific program regulations and requirements to be approved by DCED. Funding is competitively awarded by DCED to eligible municipalities based on specific project proposals. DCED determines priority based on community need, project scope, impact on low to moderate income residents and other factors. Eligible costs include engineering and construction costs. Ineligible costs include construction equipment purchases, operating and maintenance costs.

Who is Eligible

General Purpose units of local government not designated as Federal entitlement counties or municipalities (see Appendix B for a listing of Federal entitlement governments which are ineligible for DCED money). Applicants must demonstrate that no less than 70 percent of funding to be received will principally benefit persons of low to moderate income. The municipality may apply through its county or directly apply itself.

Program Use

Funds may be used for acquisition, construction, reconstruction or installation of water and sewage facilities.

Application Procedure

For competitive grants, contact DCED's Small Communities Program Division and request an application. Applications will be evaluated on the basis of the following: community need, seriousness of the problem, resolution of the problem, benefit to low-to-moderate income residents and timeliness of project completion. Non-entitlement communities should also inform their County Commissioners of their needs and request assistance through the County's annual allocation of Community Development Block Grant Funds.

Where to Apply

Scott Dunwoody
Department of Community and Economic Development
Office of Community Development
Community Development Operations Division
4th Floor Keystone Commonwealth Building
Harrisburg, Pennsylvania 17120
Phone: (717) 720-7402
FAX: (717) 214-5416
Internet: <http://dced.state.pa.us>
E-mail: sdunwoody@state.pa.us

Floodplain Management Program

Types of Assistance

The Floodplain Management Program is for technical and financial assistance.

Who is Eligible

Municipalities are eligible.

Program Use

This program provides technical and financial assistance to municipalities to comply with the requirements of the National Flood Insurance Program and the Pennsylvania Floodplain Management Act (Act 166 of 1978). In particular, the program involves helping municipalities with preparation, enactment and administration of the required floodplain management regulations affecting development in the flood plain.

Application Procedure

Contact the Center for Local Government Services, or designated department regional offices (see Appendix D).

Where to Apply

Kerry Wilson
Pennsylvania Department of Community and Economic Development
Governor's Center for Local Government Services
4th Floor Commonwealth Keystone Building
Harrisburg, Pennsylvania 17120
Phone: (717) 720-7445
FAX: (717) 783-1402
Internet: <http://dced.state.pa.us>
E-mail: kerwilson@state.pa.us

Infrastructure Development Program

Types of Assistance

Grants or loans to local sponsors in order to install specific infrastructure improvements necessary to complement industrial investment by private companies which increase Pennsylvania's share of domestic and international commerce and create new jobs. Individual grants and loans may not exceed \$1,250,000. Interest rates and loan terms will be determined by the Department of Community and Economic Development. Maximum loan term shall be no greater than 15 years. Eligible costs include construction, site clearance, demolition, engineering and design expenses, legal costs and administrative expenses (needed to effectively administer IDP grants or loans).

Who is Eligible

Eligible sponsors include local governments (boroughs, townships and cities), councils of governments, municipal authorities and redevelopment authorities. Eligible private businesses include agricultural, industrial and manufacturing businesses and research development enterprises.

Program Use

Construction, expansion, improvement and rehabilitation is limited to: drainage systems, energy facilities, fire and safety facilities, transportation facilities, water systems and waste disposal facilities. To be eligible, all infrastructure improvement projects must be necessary for the operation of an eligible business or businesses at a specific job-generating site. The infrastructure improvement must net one new full-time job (at the specific job site) within five years for every \$25,000 loaned or granted. The private business must be providing \$2 in investment for every \$1 in IDP funding.

Application Procedure

Eligible sponsor provides letter of application request along with a letter of intent from the private business to Pennsylvania Department of Community and Economic Development. If project is determined eligible, application material will then be sent. Completed applications will be processed within thirty days of their receipt.

Where to Apply

Barbara Musko
Pennsylvania Department of Community and Economic Development
Center for Business Financing
Grants Division
4th Floor Commonwealth Keystone Building
Harrisburg, Pennsylvania 17120
Phone: (717) 787-7120
FAX: (717) 772-3581
Internet: <http://dced.state.pa.us>
E-mail: bmusko@state.pa.us

Land Use Planning and Technical Assistance Program

Types of Assistance

This program provides grant funds for the preparation of community comprehensive plans and the ordinances to implement them. It promotes cooperation between municipalities in making sound land use decisions that follow or adhere to the Governor's Executive Order on Land Use.

Who is Eligible

Priority is given to any county government acting on behalf of its municipalities, any group of two or more municipalities, or a body authorized to act on behalf of two or more municipalities.

Program Use

Preparing and updating of comprehensive community development plans, policies and implementing mechanisms such as zoning ordinances and subdivision and land development regulations.

Application Procedure

Submit a completed application for along with the required LUPTAP program information.

Where to Apply

Kerry Wilson
PA Department of Community and Economic Development
4th Floor Commonwealth Keystone Building
Harrisburg, PA 17120
Phone: (717) 720-7445
FAX: (717) 783-1402
Internet: <http://dced.state.pa.us>
E-mail: kerwilson@state.pa.us

Local Government Capital Projects Loan Program

Types of Assistance

Low-interest loans to municipalities with populations of 12,000 or less which will be used for municipal facilities and equipment. Facility loans may be used for purchasing, constructing, renovating or rehabilitating municipal buildings. Equipment loans may be used to acquire cars, trucks, backhoe, lifts, sweepers and other types of mechanized vehicles, as well as data processing equipment.

Who is Eligible

Municipalities with populations of 12,000 or less are eligible. Priorities are established for projects that impact upon the health, safety or welfare of the residents of a municipality, involve intergovernmental cooperation or benefit financially disadvantaged municipalities.

Program Use

To provide low-interest (two percent) loans to those municipal governments that find conventional loans cost prohibitive. Maximum loans of \$50,000 or 50 percent of the project cost can be provided for building projects, and \$25,000 or 50 percent of the projects cost can be provided for equipment purchases.

Application Procedure

Applicants apply using the Single Application for Assistance. Contact the Governor's Center for Local Government Services, or designated department regional offices.

Where to Apply

Sharon Grau
Pennsylvania Department of Community and Economic Development
Governor's Center for Local Government Services
4th Floor Commonwealth Keystone Building
Harrisburg, Pennsylvania 17120
Phone: (717) 720-7397
FAX: (717) 783-1402
Internet: <http://dced.state.pa.us>
E-mail: sgrau@state.pa.us

Municipal Training Program

Types of Assistance

Technical Assistance. The Municipal Training Program was established to provide technical assistance and training to local governments. Training is offered in the broad areas of local government structure and operations, community development, public safety, local government administration, municipal finance and environmental protection. The Environmental Training Partnership (ETP), formed in 1991 by the State Departments of Community Affairs, Environmental Protection and the Pennsylvania Infrastructure Investment Authority (PENNVEST), is designed to offer environmental training for municipal officials and employees, and operators of environmental treatment plants. Partnership training includes PENNVEST, recycling, sewage enforcement and many other areas of relevant environmental concern. The ETP is being continued through the Governor's Center for Local Government Services.

Who is Eligible

Officials and employees of Pennsylvania municipal governments, municipal authorities, community development, and environmental agencies are eligible.

Program Use

In addition to seminars held statewide, on-site training is offered to meet the particular needs and problems of specific municipalities and agencies. These seminars are held at a location chosen by the local agency and at a reduced

cost. Extensive use of needs surveys and program evaluation tools are used to produce relevant, useful and practical training programs. Course instructors are drawn from state and local governments.

Application Procedure

Apply to the Governor's Center for Local Government Services, who will refer you to the appropriate training source (see Appendix D).

Where to Apply

For Local Government Programs Contact:

Sharon Grau
Pennsylvania Department of Community and Economic Development
Governor's Center for Local Government Services
4th Floor Commonwealth Keystone Building
Harrisburg, Pennsylvania 17120
Phone: (717) 720-7397
FAX: (717) 783-1402
E-mail: sgrau@state.pa.us

For Environmental Programs Contact:

Ned Sterling
Department of Environmental Protection
Rachel Carson State Office Building
P.O. Box 8461
Harrisburg, Pennsylvania 17105
Phone: (717) 772-4056
FAX: (717) 772-4474
E-mail: nsterling@state.pa.us

Pennsylvania Economic Development Financing Authority

Types of Assistance

Loans. PEDFA projects may be scheduled, along with other projects, for a composite bond closing, or, depending upon their size, may move on a separate schedule and be financed on a stand alone basis. At this stage, the project may commence. The minimum size for all PEDFA loans is \$400,000, and the maximum loan size for tax-exempt manufacturing projects is \$10 million. There is no maximum loan size for exempt facility, taxable or 501 (c)(3) bonds.

Who is Eligible

Manufacturing facilities, 501(c)(3) non-profit entities, and certain exempt facilities such as solid waste disposal facilities. PENNVEST applicants who were not awarded funding or may have been awarded partial funding for infrastructure projects may be eligible to finance their project or the unfunded portion through PEDFA.

Program Use

PEDFA has provided access to cost effective capital for growing businesses in Pennsylvania or businesses that locate in Pennsylvania.

Application Procedure

Applicants should work with a local industrial development authority, corporation or PENNVEST to prepare the PEDFA application, which is submitted to the DCED Customer Service Center upon completion. The repayment schedule will be established on an individual basis with the Borrower's bank and PEDFA. Financing costs are designed to be below market rate.

Where to Apply

Craig Petrasic
Pennsylvania Department of Community and Economic Development
Pennsylvania Economic Development Financing Authority
Private Capital Division
4th Floor Commonwealth Keystone Building
Harrisburg, Pennsylvania 17120
Phone: (717) 783-1109
FAX: (717) 787-0879
Internet: <http://dced.state.pa.us>
E-mail: crpetrasic@state.pa.us

Shared Municipal Services Program

Types of Assistance

Grants. Grants are limited to a maximum of 50 percent of project costs with a local match. The grantee share may be provided in cash, municipal labor, and other in-kind contributions. The match for personnel projects must be provided in cash.

Who is Eligible

Any group of two or more municipalities or councils of government are eligible.

Program Use

To provide financial aid and incentives to encourage local governments to undertake inter-municipal cooperative efforts, promote cooperation between neighboring municipalities and encourage communities to work together to provide municipal services more efficiently and effectively.

Application Procedure

Applicants apply using the Single Application for Assistance. Projects should demonstrate innovation and ease of duplication, efficient use of funds, and local commitment. Emphasis is placed on grants for projects that effect cost savings or allow municipalities to undertake tasks that they otherwise could not afford.

Where to Apply

Fred Reddig
Pennsylvania Department of Community and Economic Development
Governor's Center for Local Government Services
4th Floor Commonwealth Keystone Building
Harrisburg, Pennsylvania 17120
Phone: (717) 787-8169 or (888) 223-6837
FAX: (717) 783-1402
Internet: <http://dced.state.pa.us>
E-mail: freddig@state.pa.us

Small Communities Planning Assistance Program

Types of Assistance

Grants. Grants are awarded at the discretion of the department to those projects determined to be most suitable for funding. When awarding grants, the department will ensure that at least 70 percent of the total funds awarded benefit low to moderate income persons and families. A total of \$250,000 is annually set aside for this program. Additional funds from the previous year may be added to this amount. Financial assistance may not exceed a period of 36 months at maximum funding level per applicant as determined each year.

Who is Eligible

All Pennsylvania boroughs, incorporated towns and townships are eligible, in accordance with Act 179 of 1984, to apply for planning assistance grants with the exception of the following:

- A. Municipalities eligible to receive CDBG funds directly from the federal government because of their designation as Federal Entitlement Communities or those eligible to receive funds through the HUD Urban County CDBG Program.
- B. Boroughs, towns and townships which are identified as entitlement municipalities under the Pennsylvania CDBG Program and which have populations of 10,000 or more.

Program Use

Grants may be used to develop new or update strategies for:

- Overall community development strategies
- Neighborhood revitalization strategies

- Economic development planning
- Housing strategies
- Community conservation planning
- Other planning and policy planning management and capacity building activities as eligible under HUD's CDBG regulations

Application Procedure

Applicants must demonstrate that the project will either principally benefit low-to-moderate income persons and families or aid in the prevention or elimination of slums or blight. An original and three copies of the application must be sent to the designated regional offices of the department.

Where to Apply

See Appendix D Pennsylvania Department of Community and Economic Development Regional Offices

State Planning Assistance Grant Program

Types of Assistance

Grants. Financial assistance is available to develop and strengthen community planning and management capabilities. Grants are awarded at the discretion of the Department to those projects determined to be most suitable for funding. A 50 percent local match is required. The program is subject to state funding availability and proposed projects normally do not exceed one year.

Who is Eligible

The program is open to all counties and municipalities. Emphasis is given to those applicants involving multi-municipal cooperation.

Program Use

Funding must be used to develop or update existing comprehensive community development plans, policies or plan components; prepare environmental protection or physical development strategies or special studies to support the planning process; or develop or update ordinances and other mechanisms for implementation of community development plans and policies such as zoning and/or subdivision and land development ordinances.

Application Procedure

Grant applications must be sent to the designated department regional offices. Application forms must be completed and signed by the applicant's chief elected official and planning commission chairman. The original and three copies should be submitted to the appropriate department regional office prior to the advertised deadline.

Where to Apply

See Appendix D Pennsylvania Department of Community and Economic Development Regional Offices.

Act 167 Stormwater Management Planning Grants

Types of Assistance

Grants. Under Act 167 of 1978, counties are required to prepare and adopt watershed storm water management plans for each of the designated watersheds in their boundaries. State grants provide 75 percent reimbursement to counties to prepare plans and 75 percent reimbursement to municipalities in the studied watersheds for mandatory enactment and implementation of ordinances subsequent to Department approval of plans.

Who is Eligible

Counties for preparation of plans, municipalities in watersheds having DEP approved plans.

Program Use

This program provides for comprehensive watershed planning to prevent future impacts of accelerated runoff as a result of development activities. Municipalities implement the storm water standards and criteria of the planning process into existing and/or new ordinances. Land developers are then required to adhere to local drainage regulations. State agencies involved in activities affecting storm water runoff are to assure compliance with the provisions of watershed plans.

Application Procedure

Counties may submit proposals to prepare watershed plans or contact the office listed below. Funding to prepare plans is based on available appropriations from the legislature during the fiscal year and based on prior funding commitments. Plans are prepared in accordance with Act 167 and the Department's "Stormwater Management Guidelines and Model Ordinances". Municipalities located in the areas where watershed plans are approved by DEP

may apply annually for reimbursements for enactment and implementation of storm water ordinances. The reimbursements forms are available at the address listed below.

Where to Apply

Durla Lathia
Pennsylvania Department of Environmental Protection
Bureau of Water Supply Management
Division of Municipal Financial Assistance
Sewerage and Stormwater Infrastructure Section
Post Office Box 8466
Harrisburg, Pennsylvania 17105
Phone: (717) 772-5661
FAX: (717) 787-9549
Internet: <http://dep.state.pa.us>
E-mail: dlathia@state.pa.us

Act 339 Sewage Treatment Plant Operation Subsidy Grants

Types of Assistance

Annual grants equal to two percent of local cost of acquisition or construction of public sewage treatment facilities. The program is funded by an annual appropriation of state funds.

Who is Eligible

Payments are made to municipalities, public school districts, and municipal authorities that have expended funds to acquire or construct sewage treatment plants.

Program Use

This grant program assists applicants with the operation and maintenance costs of their sewage treatment facility.

Application Procedure

The Department of Environmental Protection maintains a mailing list and sends out applications annually through a mass mailing. Contact DEP to request an application, which must be completed and submitted each year by the January 31 deadline for the preceding calendar year eligibility.

Where to Apply

Anthony Maisano
Pennsylvania Department of Environmental Protection
Bureau of Water Supply and Wastewater Management
Division of Municipal Financial Management

Administrative Services Section
Rachel Carson State Office Building
Harrisburg, Pennsylvania 17105
Phone: (717) 787-6744
FAX: (717) 787-9549
Internet: <http://dep.state.pa.us>
E-mail: amaisano@state.pa.us

Act 537 Sewage Enforcement Reimbursement Grants

Types of Assistance

Assistance is for annual grants up to 50% to 85% of the eligible expenses for performing the on-lot sewage system permitting provisions of Section 7 of Act 537, the Sewage Facilities Act. This program is funded by an annual appropriation of state funds.

Who is Eligible

Pennsylvania cities, towns, boroughs, townships, counties and other entities created by law and enforcing the on-lot system permitting provisions of the Sewage Facilities Act shall receive reimbursement for expenses incurred pursuant to Department regulations.

Program Use

This program enables applicants to keep the application costs for permits to install new or repair existing on-lot sewage systems at a minimum.

Application Procedure

The Department of Environmental Protection maintains a mailing list and sends out applications annually through a mass mailing. Contact DEP to request an application, which must be completed and submitted each year by the March 1 deadline for the preceding calendar year eligibility.

Where to Apply

Jay Africa
Pennsylvania Department of Environmental Protection

Bureau of Water Supply & Wastewater Management
Post Office Box 8774
Harrisburg, Pennsylvania 17105
Phone: (717) 787-8184
FAX: (717) 772-5156
Internet: <http://dep.state.pa.us>
E-mail: jafrica@state.pa.us

Act 537 Sewage Facilities Planning Grants

Types of Assistance

Grants for 50% of the costs associated with the preparation of sewerage facilities plans as required by the PA Sewage Facilities Act (Act 537). Projects are selected on the basis of need and are prioritized with regard to the extent the planning is required to comply with the Act.

Who is Eligible

Pennsylvania cities, towns, boroughs, townships, counties, and municipal authorities are eligible.

Program Use

Financial assistance is provided to assist in the preparation of official sewage facilities plans and revisions to official plans as required by the Act.

Application Procedure

Municipalities should contact the Department of Environmental Protection regional offices as listed in the Appendix. All municipal planning documents, reports, schedules, and studies will be reviewed and analyzed by DEP.

Where to Apply

See Appendix B DEP Regional Offices

County Water Supply Planning Grant Program

Types of Assistance

Grants are available. Interested parties submit applications to the Department for review and evaluation. Grant awards are limited to 80 percent of: all department-approved project costs or \$100,000, whichever is less. The grantee must provide local share in the form of matching funds or in-kind services at a minimum of 20 percent of the total project costs.

Who is Eligible

Counties are eligible.

Program Use

This program provides grants to counties for the development of county water supply plans. County water supply planning insures the development of water supply systems in an efficient and cost effective manner.

Application Procedure

Contact the Department of Environmental Protection at the address or phone number listed below. Eligibility and priority is based on an evaluation of the application in accordance with the evaluation criteria listed in the grant program Guidelines and Application Procedures.

Where to Apply

Dennis F. Lee
Pennsylvania Department of Environmental Protection
Bureau of Water Supply and Wastewater Management
Division of Technical Assistance and Outreach

Post Office Box 8467
Harrisburg, Pennsylvania 17105
Phone: (717) 787-0122
FAX: (717) 772-3249
Internet: <http://dep.state.pa.us>
E-mail: denlee@state.pa.us

Formation of Water Authorities Grant Program

Types of Assistance

Grants are available. Interested parties submit applications to the department for review and evaluation. Grant awards are limited to 50 percent of: all department-approved project costs or \$50,000, whichever is less. If a disadvantaged municipality, as determined by the Department of Community and Economic Development, participates in the program, applicants are eligible to receive 80% of all Department-approved project costs, or \$50,000, whichever is less. The grantee must provide local share for the remaining costs in the form of matching funds or in-kind services. A 10 percent bonus is awarded to grantees which submit a certificate of incorporation for a newly formed water authority.

Who is Eligible

Any county or two or more municipalities interested in forming a water authority are eligible.

Program Use

This program provides grants to eligible applicants for the purpose of forming a water authority. The water authority must form a regionalized water system, incorporating at least one small water system.

Application Procedure

Contact the Department of Environmental Protection at the address or phone number listed below. Eligibility and priority is based on an evaluation of the application in accordance with the evaluation criteria listed in the grant program Guidelines and Application Procedures.

Where to Apply

Dennis F. Lee
Pennsylvania Department of Environmental Protection
Bureau of Water Supply and Wastewater Management

Division of Technical Assistance and Outreach
Post Office Box 8467
Harrisburg, Pennsylvania 17105
Phone: (717) 787-0122
FAX: (717) 772-3249
Internet: <http://dep.state.pa.us>
E-mail: denlee@state.pa.us

Growing Greener

Types of Assistance

Growing Greener enables the Department of Environmental Protection (DEP) to appropriate nearly \$240 million over five years to watershed restoration and protection, abandoned mine reclamation and oil and gas well plugging projects. In addition, grant money is available to support technical assistance providers and for the use of innovative technologies in improving drinking water and sewage treatment facilities.

Who is Eligible

Counties, local governments, authorities, conservation districts, watershed associations and other non-profit groups involved in watershed restoration and protection may apply.

Program Use

Growing Greener represents a historic opportunity for Pennsylvanians to protect and restore our environment, providing funds directly to watershed groups based on locally determined decisions for local watersheds and offers a user-friendly process.

Application Procedure

Contact the DEP Grants Center listed below or visit the website. Grant solicitation is on an annual basis.

Where to Apply

Ron Staley
Pennsylvania Department of Environmental Protection
Office of Pollution Prevention and Compliance Assistance
DEP Grants Center
P.O. Box 8776
Harrisburg, Pennsylvania 17105

Phone: (717) 705-5400
Fax: (717) 705-5401
Internet: <http://growinggreener.org>
E-mail: GrowingGreener@state.pa.us

Small Water Systems Consolidation Construction Grant Program

Types of Assistance

Grants are available. Interested parties submit applications to the department for review and evaluation. Grant awards are limited to 75 percent of: construction project costs or \$150,000, whichever is less. The grantee must provide local share in the form of matching funds or in-kind services at a minimum of 25 percent of the total project costs.

Who is Eligible

Eligible applicants include: any county, borough, township, authority or community water supplier willing to sponsor a consolidation project.

Program Use

This program provides grants to eligible applicants for the consolidation of two or more community water systems, such as by acquisition or formation of a water authority. A consolidated water system is any combination of community water systems operated or managed as a single unit, regardless of physical interconnection. The project must include at least one small community water system serving 3,300 or fewer people.

Application Procedure

Contact the Department of Environmental Protection at the address or phone number listed below. Eligibility and priority is based on an evaluation of the application in accordance with the evaluation criteria listed in the grant program Guidelines and Application Procedures.

Where to Apply

Dennis F. Lee
Pennsylvania Department of Environmental Protection
Bureau of Water Supply and Wastewater Management
Division of Technical Assistance and Outreach
Post Office Box 8467
Harrisburg, Pennsylvania 17105
Phone: (717) 787-0122

FAX: (717) 772-3249
Internet: <http://dep.state.pa.us>
E-mail: denlee@state.pa.us

Small Water Systems Outreach Program

Types of Assistance

On-site technical and management-related assistance and training is available. Outreach assistance is conducted in an interactive peer based format at no cost to the system owner and is non regulatory in nature. Site visits are scheduled at the mutual convenience of system personnel and the instructor. Telephone based contacts and action planning supplement site visits to gauge understanding and advance activity.

Who is Eligible

This program focuses on small publicly and privately owned drinking water systems serving 25 or more people. DEP is offering tailored assistance to small water system operators and administrators in Pennsylvania.

Program Use

The outreach program is conducted by the Department of Environmental Protection to provide on-site education and assistance for small community water systems experiencing current or potential difficulties in areas relating to system operation, maintenance or management. The program operates through a network of highly qualified, part-time instructors from various sectors of the water supply industry. The program focuses on existing operation, maintenance and administrative procedures and seeks, in a comprehensive manner, to optimize performance in these areas through a transfer of capability to system personnel. Assistance is provided in the areas of groundwater treatment, surface water treatment, distribution, storage, process laboratory and management; however, each outreach effort is flexible and tailored to the individual needs of the system.

Application Procedure

Contact the Project Manager listed below. Eligibility and priority is based on evaluation to determine relative need, the appropriateness of an outreach-style approach and the likelihood of improved capability as a result of outreach assistance.

Where to Apply

Thomas J. Brown
Pennsylvania Department of Environmental Protection
Bureau of Water Supply Management

Division of Technical Assistance and Outreach
286 Industrial Park Road
Ebensburg PA 15931
Phone: (814) 472-1878
FAX: (814) 472-1861
Internet: <http://dep.state.pa.us>
E-mail: thbrown@state.pa.us

Small Water Systems Regionalization Grant Program

Types of Assistance

Grants are available. Grant awards are limited to 75 percent of: all department-approved project costs or \$75,000, whichever is less. The grantee must provide local share in the form of matching funds or in-kind services at a minimum of 25 percent of the total project costs.

Who is Eligible

Eligible applicants include: local sponsors (any county, borough, township, authority or community water supplier) where a small water system has issued a letter of intent to develop a water systems regionalization study.

Program Use

This program provides grants to eligible applicants for the development of a water system regionalization study, which assesses the feasibility of the formation of a regionalized water system. The proposed regionalized water system must involve at least one small water system (a community water system which serves 3,300 or fewer people).

Application Procedure

Contact the Department of Environmental Protection at the address or phone number listed below. Eligibility and priority is based on an evaluation of the application in accordance with the evaluation criteria listed in the grant program Guidelines and Application Procedures.

Where to Apply

Dennis F. Lee
Pennsylvania Department of Environmental Protection
Bureau of Water Supply and Wastewater Management
Division of Technical Assistance and Outreach
Post Office Box 8467
Harrisburg, Pennsylvania 17105
Phone: (717) 787-0122
FAX: (717) 772-3249
Internet: <http://dep.state.pa.us>
E-mail: denlee@state.pa.us

Wastewater Operator Outreach Program

Types of Assistance

Technical Assistance. This program provides hands-on, on-site technical assistance and training to publicly owned wastewater treatment plants across Pennsylvania at no charge. The program can provide assistance in laboratory procedures, process control, utility management, financial management, collection systems, maintenance, computerization and safety. A series of videotapes on wastewater treatment and laboratory procedures is also available free of charge.

Who is Eligible

Any publicly-owned wastewater treatment plant located in Pennsylvania is eligible.

Program Use

The wastewater operator outreach program is conducted as a partnership between the Department of Environmental Protection, the Department of Community and Economic Development, and the United States Environmental Protection Agency. The focus of this program is to provide on-site training and technical assistance to Publicly Owned Treatment Work's (POTW) across the state. This is accomplished with a unique, peer based, non-regulatory system. The program also assists sites with maintaining compliance or correcting non-compliance with NPDES permit conditions.

Application Procedure

You may contact any water quality specialist in the field or contact the DEP Program Manager listed below. Sites are prioritized and served on a first come first served basis.

Where to Apply

Thomas J. Brown
Pennsylvania Department of Environmental Protection
Bureau of Water Supply Management
Division of Technical Assistance and Outreach
286 Industrial Park Road
Ebensburg, Pennsylvania 15931
Phone: (814) 472-1878
FAX: (814) 472-1861
Internet: <http://dep.state.pa.us>
E-mail: thbrown@state.pa.us

Federal Surplus Property Donation Program

Types of Assistance

Distribution of surplus federal personal property and equipment is available.

Who is Eligible

Non-profit, tax-exempt organizations, institutions and local governments are eligible. The purchaser must be a qualified agency and must complete an application form that is kept on file. The agency must put all items received into use within 12 months of acquisition and use them for a minimum of 12 months.

Program Use

Property includes maintenance equipment, hand tools, lawnmowers, paint, snow blowers, vehicles, heavy equipment, vehicle accessories, office equipment and supplies, copiers, and FAX machines. Extensive resources are available to locate specific items upon request. Items may be obtained both nationally and internationally. If an item is not in stock, the division will look specifically for an item.

Application Procedure

The agency must provide information to update its file upon request. Interested agencies should write or call for an application and information packet. Once determined to be eligible, the agency is placed on a mailing list to receive newsletters listing available property. The agency can also call the warehouse directly to find out which property may be available. Flyers are mailed on heavily stocked items.

Where to Apply

Scott Pepperman
Federal Surplus Property Division
Bureau of Supplies and Surplus Operations
Pennsylvania Department of General Services
2221 Forster Street
Harrisburg, Pennsylvania 17105
Phone: (717) 787-9724
FAX: (717) 772-2491
E-mail: spepperman@state.pa.us

Economic Adjustment Program (Section 209)

Types of Assistance

Program provides grants to states and local areas to design and implement strategies for facilitating adjustment to changes in their economic situation that are causing or threaten to cause serious structural damage to the underlying economic base. Such changes may occur suddenly or over time, and result from, for example, industrial or corporate restructuring, new Federal laws or requirements, reductions in defense expenditures and military base closings, depletion or natural resources and natural disasters. Eligible projects may receive grants of up to 80 percent of total project cost depending on the grant rate for the area (determined by the 24 month unemployment rate and per-capita income).

Who is Eligible

Proposed projects must be located within an economically distressed area, as determined by the 24 month unemployment, per-capita income, or other special needs. Projects in non-distressed areas within an EDA designated Economic Development District also may be eligible if they will directly benefit distressed areas within the District. Projects must be consistent with an EDA approved Comprehensive Economic Development Strategy. An applicant may be a state, Indian tribe, special purpose unit of government, units of Local Governments, or public or private non-profit organization or association representing the eligible area or part thereof.

Program Use

Strategy grants provide the recipient with the resources to organize and carry out a planning process resulting in a Comprehensive Economic Development Strategy (CEDS) tailored to the particular economic problems and opportunities of the impacted area(s). Implementation grants may be used to support one or more activities identified in a CEDS approved, though not necessarily funded, by EDA. Implementation activities may include, but are not limited to: the creation or expansion of strategically targeted business development and financing programs, infrastructure improvements, organizational development, and market or industry research and analysis.

Application Procedure

Contact the Economic Development Representative for the State, who will describe the program and provide guidance on preparing a pre-application. EDA screens proposals before deciding whether to invite formal applications. Complete program information appears in the Federal Register.

Where to Apply

Paul Raetsch

Regional Director
Phone: (215) 597-4603
Internet: <http://doc.gov/eda/>
E-mail: praetsch@eda.doc.gov

Public Works and Development Facilities Program (Section 201)

Types of Assistance

Among the types of projects funded are water and sewer facilities primarily serving industry and commerce; access roads to industrial sites or parks; port improvements; business incubator buildings; and multi tenant buildings. Eligible projects may receive grants of up to 80 percent of total project cost depending on the grant rate for the area (determined by the 24 month unemployment rate and per-capita income).

Who is Eligible

Proposed projects must be located within an economically distressed area, as determined by the 24 month unemployment, per-capita income, or other special needs. Projects in non-distressed areas within an EDA designated Economic Development District also may be eligible if they will directly benefit distressed areas within the District. Projects must be consistent with an EDA approved Comprehensive Economic Development Strategy. An applicant may be a state, Indian tribe, special purpose unit of government, units of Local Governments, or public or private non-profit organization or association representing the eligible area or part thereof.

Program Use

Funds may be used for acquisition, construction, rehabilitation, expansion of public facilities such as improvement of water and sewage facilities and access roads. Project must enhance economic development of its industrial and commerce users or stimulate community growth by creating jobs, reducing unemployment and raising family incomes.

Application Procedure

Contact the Economic Development Representative for the State, who will describe the program and provide guidance on preparing a pre-application. EDA screens proposals before deciding whether to invite formal applications. Complete program information appears in the Federal Register.

Where to Apply

Paul Raetsch
Regional Director
Phone: (215) 597-4603
Internet: <http://doc.gov/eda/>
E-mail: praetsch@eda.doc.gov

The Environmental Finance Center

Types of Assistance

Technical and financial assistance and training on environmental issues and systems. Specific activities include problem-solving charrettes, assistance with infrastructure financing, and management and financial capacity assistance and training.

Who is Eligible

The EFC helps a wide range of clients, including individuals, private business groups or associations, homeowners associations, and governmental entities. Communities may be governmental units or private unincorporated communities.

Program Use

The EFC is affiliated with the University System of Maryland and is based at the College Park campus. The EFC utilizes a collaborative and integrative approach to environmental finance issues. This approach encompasses a broad spectrum of activities that are precursors to securing funding and ensuring a sustainable revenue stream. The activities represent the basic concepts that form the EFC's holistic approach to environmental financial problem-solving. The EFC provides assistance to communities in a variety of ways and on a variety of environmental and utility issues such as:

Infrastructure Financing Assistance

- Identifying Creative Financing Options
- Assembling the "Community Quilt" of Funding
- Rate Impact Analysis
- Post Project Rate Design
- Capital Reserve Planning and Budgeting

Management, Financial Capacity, and Planning

- Watershed Based Management of Non-point Sources of Pollution
- Workshops on Financing Watershed Strategies
- Outreach Activities on Stormwater Project Financing
- Convening and Facilitating Partnerships to Address Stormwater Issues
- Assistance with Urban Stormwater Retrofit Projects
- Land Use Planning and "Green" Development Techniques
- Source Water Protection Initiative
- "Green" Building Techniques
- Integrating Environmental Concerns with Land Use Regulations and Requirements
- Social and Economic Impacts of Environmental Requirements
- Affordability Analysis and Guidance
- Full Cost Pricing of Public Services and Sustainable Utilities Management

Application Procedure

Formal application is unnecessary. A phone, mail, or e-mail contact to request assistance is required. Visit the EFC website at www.mdsg.umd.edu/efc for more information.

To Request Assistance Contact

Elizabeth Hickey
EFC Coordinator
0112 Skinner Hall
College Park MD 20742
(301) 405-6383
FAX: (301) 314-9581
hickey@mdsg.umd.edu

Dan Nees
Assistant EFC Coordinator
0112 Skinner Hall
College Park MD 20742
(301) 405-6384
FAX: (301) 314-9581
nees@mdsg.umd.edu

Jean Holloway
Training Manager
7031 5 Mile Branch Road
Newark MD 21841
(410) 632-1853
FAX: (410) 632-1887
holloway@mdsg.umd.edu

Small Water Systems Volunteer Network

Types of Assistance

Technical assistance and referrals assistance is available.

Who is Eligible

Small community drinking water system owners and operators are eligible.

Program

The new Volunteer Network, a collaborative effort of the Pennsylvania Section of AWWA and the Pennsylvania Rural Water Association, provides technical assistance to small community drinking water system owners and operators through a statewide network of AWWA member volunteers. The goal of the program is to make the acquired technical expertise of these volunteers available to any small water system via telephone, or in some cases, on-site visits. A resource list of experts in areas of regulations, wells, filtration and chemical treatment, as well as distribution, storage and all other areas of operations and management, is maintained at the Office of the Pennsylvania Rural Water Association.

Application Procedure

A small system can access this resource by telephoning PRWA at 1-800-653-7792 (PRWA) and requesting assistance from the Volunteer Network. A Pennsylvania Rural Water Association facilitator will assist in linking the operator with a volunteer.

Where to Apply

Herbert Spencer III
1614 Cleveland Avenue
Wyomissing, Pennsylvania 19610
Phone: (610) 374-4766
FAX: (610) 374-2119

Training and Technical Assistance Program

Types of Assistance

Technical assistance and training are provided at no charge to community water and wastewater systems.

Who is Eligible

Any community drinking system in Pennsylvania with a resident population of 10,000 or less is eligible. System types include municipalities, municipal authorities, associations, corporations, institutions, partnerships, proprietorships and mobile home parks.

Program Use

Technical assistance on-site visits provide extensive water system hands-on, one-on-one training in water loss, leak detection, chlorination, metering, rate structuring, proper records keeping and day to day operation and maintenance. Wastewater on-site technical assistance topics include collective system management and maintenance, process control, rate structures, laboratory methods and management issues. Training sessions are offered throughout Pennsylvania. Topics cover a wide variety of water and wastewater issues. Training is hands-on and geared to day-to-day operation and maintenance of water and wastewater systems. Pennsylvania Rural Water Association's Training Program is accepted as credit experience for water system operator certification and is PENNVEST approved.

Application Procedure

Contact the Pennsylvania Rural Water Association and request a meeting.

Where to Apply

John Hood
Executive Director
Pennsylvania Rural Water Association
138 West Bishop Street
Bellefonte, Pennsylvania 16823
Phone: (814) 353-9302 or 1-800-653-PRWA
FAX: (814) 353-9341
E-mail: jhood@prwa.com

Public Utility Technical Assistance

Types of Assistance

The Commission can supply PUC water providers with assistance and information on general operations, rate structures, compliance with PUC regulations and customer relations, including billing and collection procedures. Assistance with filing for rate increases can also be made available. Special expedient rate considerations can be allowed under certain circumstances.

Who is Eligible

Any regulated utility may receive technical assistance, although it is most often used by utilities with less than \$250,000 in annual revenues. Expedient rate considerations can be granted in either of three special circumstances as discussed below.

Program Use

The three types of streamlined rate considerations are short-form filings; pass-through filings; and 1307 (F) filings, including PENNVEST and Purchase Water. Short-form filings are for small utilities, generally identified as those generating less than \$250,000 annually. Short-form filings require less time for preparation than the more complex standard filings. Pass-through filings are those that request rate increases solely for the purpose of defraying the expenses associated with the repayment of a PENNVEST loan, the purchase of water from another provider or the purchase of electricity. Since these rate increases involve only the passing through of costs by the utility, to the ratepayer, the Commission is able to process them more quickly. For 1307 (F) filings, please contact PUC staff for an explanation.

Application Procedure

There is no formal application procedure to obtain technical assistance. It is recommended that utilities requiring such assistance write or telephone the Commission or Customer Relations at the addresses below. Forms for short-form rate increase filings can be obtained from the Commission at the addresses below.

Where to Apply

Judith A. Koch Carlson
Pennsylvania Public Utilities Commission
Bureau of Fixed Utility Services
Post Office Box 3265
Harrisburg, Pennsylvania 17105
Phone: (717) 783-5392
FAX: (717) 772-1933
Internet: <http://puc.paonline.com>
E-mail: carlson@puc.state.pa.us

Peter Frederick
Pennsylvania Public Utilities Commission
Bureau of Consumer Services
Post Office Box 3265
Harrisburg, Pennsylvania 17105
Phone: (717) 772-1203
FAX: (717) 787-6641
Internet: <http://puc.paonline.com>
E-mail: frederick@puc.state.pa.us

Northeast Rural Community Assistance Program

Types of Assistance

Technical assistance through services and training in all aspects of developing, maintaining and managing adequate, affordable water and wastewater systems in rural low-income areas of Pennsylvania. Technical assistance is provided to community drinking water and wastewater systems free of charge. The program is not a funding or regulatory body, but will assist the systems and communities in dealing with all appropriate agencies.

Who is Eligible

Any community drinking water or wastewater system that has a resident population 10,000 or less is eligible. Municipalities, municipal authorities, associations, institutions, private companies and mobile home parks are eligible.

Program Use

RCAP provides a wide variety of technical assistance in administrative and financial areas of water and wastewater system operations. RCAP staff act in an advisory capacity to systems and communities to facilitate the selection of appropriate technologies compatible with an area's physical, cultural and economic environment. RCAP staff will assist in preparing funding applications, provide educational material and workshops, and act as a liaison between state, federal, regional and local officials.

Application Procedure

To request assistance contact one of the RCAP field offices. Priority will be based on the administrative and management needs of the community, and identified health and safety hazards.

Where to Apply

Northcentral and Northeast Counties
Don Schwartz
Old City Hall Building
454 Pine Street
Williamsport, Pennsylvania 17701
Phone: (570) 321-7375
FAX: (570) 321-7375
E-mail: dschwartz@ptd.prolog.net

Northwest Counties
Unfilled
14 West University Street
PO Box 832
Alfred, New York 14802
Phone: (607) 587-9219
FAX: (607) 587-9219
E-mail: unavailable

Southwest Counties
Sukh Singh
PO Box 42343
Pittsburgh, Pennsylvania 15203
Phone: (412) 390-5050
FAX: (412) 390-5040
E-mail: singh@nb.net

Southwest Counties
Shane Bickel
PO Box 10169
Pittsburgh, Pennsylvania 15232
Phone: (412) 365-0633
FAX: (412) 365-0633
E-mail: nercap@bellatlantic.net

Southcentral and Southeast Counties
Tom Essig
PO Box 57
Highspire, Pennsylvania 17034
Phone: (717) 705-4157
FAX: (717) 705-4157
E-mail: tomessig@fast.net

Central Counties
Jim Kello
PO Box 1392
State College, Pennsylvania 16804
Phone: (814) 867-0526
FAX: (814) 867-0526
E-mail: rcapjk@penn.com

Home Ownership Loans

Types of Assistance

Low-interest loans and interest subsidies to buy, build, rehabilitate, improve, or relocate a dwelling are available.

Who is Eligible

Individuals of low and very low-income living in Rural Development served areas who need housing assistance, but are unable to obtain credit elsewhere are eligible.

Program Use

Funds are used for building, purchasing, or rehabilitating a dwelling in an eligible rural area. This may include the purchase of a minimum adequate site, providing an adequate safe water supply and/or sewage disposal facility.

Application Procedure

Contact the Rural Development area office serving your county.

Where to Apply

See Appendix E Rural Development area offices

Home Ownership Repair

Types of Assistance

Grant funds may be used only to make repairs and improvements that will remove identified health and safety hazards or to repair or remodel dwellings to make them accessible and usable for household members with disabilities. Grants are available only to eligible applicants who are 62 years of age or older. Loan funds may be used to make general repairs and improvements to properties, and to remove health and safety hazards. Applicants may obtain multiple Section 504 loans, but the sum of the outstanding balance on all Section 504 loans cannot exceed \$20,000. The loans have a maximum term of 20 years and an interest rate of 1 percent.

Who is Eligible

Individuals of very low-income living in Rural Development served areas who need housing rehabilitation but are unable to obtain affordable credit elsewhere.

Program Use

Funds are for building or rehabilitation of a dwelling by providing a water supply and/or sewage disposal facility. This could include constructing or modernizing kitchens or bathrooms, developing a drinking water well or connecting with community water systems.

Application Procedure

Contact the Rural Development area office in your area for an interview. The Community Development manager will arrange an inspection of the property.

Where to Apply

See Appendix E Rural Development area offices

Housing Preservation Grants

Types of Assistance

Housing preservation programs benefiting very low and low-income rural residents are available. Program funds cover part or all of the grantee's cost of providing loans, grants, interest reduction payments or other assistance to eligible homeowners, owners of single or multiple unit rental properties or for the benefit of owners (as occupants) of consumer cooperative housing projects.

Who is Eligible

To be eligible, applicants must be a non-profit organization, have the necessary background and experience, be legally obligated to administer funds, be able to provide an adequate accounting of expenditures, comply with grant agreement and Rural Development requirements, provide evidence of other activities, and, if a non-profit, not have a sole identity of interest with recipient.

Program Use

Assistance will be used to reduce the cost of repair and rehabilitation, to remove or correct health or safety hazards, to comply with applicable development standards or codes, or to make needed repairs to improve the general living conditions of the residents, including improved accessibility by handicapped persons.

Application Procedure

Contact the Rural Development area office in your area for more information.

Where to Apply

See Appendix E Rural Development area offices

Rural Business Enterprise Grants

Types of Assistance

Grants to finance and facilitate development of small and emerging business enterprises outside the boundary of a city with a population of 50,000 or more and its adjacent urbanized area are available. Priority is given to applicants for projects in open county, rural communities, towns of 25,000 and smaller and economically distressed communities.

Who is Eligible

Eligibility is limited to public bodies and private non-profit corporations.

Program Use

Funds may be used to facilitate the development of small and emerging business enterprises, including utility and service extensions. Small and emerging businesses are defined as “any private business that will employ 50 or fewer new employees and has less than \$1 million in projected gross revenues”.

Application Procedure

Contact the Rural Development State Office in Harrisburg or Montrose for an application form.

Where to Apply

F. Lee Patterson (Program Director)
Rural Business Cooperative Service
Phone: (717) 237-2287
FAX: (717) 237-2196
E-mail: lee.patterson@pa.usda.gov

Kristy Bliss (Program Technician)
Rural Business Cooperative Service
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Rural Rental Housing Loans (Section 515)

Types of Assistance

Loans to eligible applicants with economically designed and constructed rental housing for low-to-moderate income tenants in rural areas are available.

Who is Eligible

Individuals, groups, organizations, corporations, authorities, or associations who have the ability and intention to maintain and operate the housing for the purpose for which the loan is made are eligible.

Program Use

Building or rehabilitation of an apartment complex to provide safe, sanitary and affordable housing to low-to-moderate income tenants in rural areas.

Application Procedure

Contact the Rural Development area office in your area for more information.

Where to Apply

See Appendix E Rural Development area offices

Technical Assistance and Training Grants

Types of Assistance

Grants to eligible applicants are available.

Who is Eligible

Public and private non-profit organizations, corporations, agencies, institutions, Indian tribes and other associations are eligible.

Program Use

Technical assistance may be provided to identify and evaluate solutions to water and waste disposal problems in rural areas, assist applicants in preparing applications for RUS water and waste disposal grants, and improve operation and maintenance of existing water and waste disposal facilities in rural areas.

Application Procedure

Contact the Rural Development area office for more information.

Where to Apply

See Appendix E for Rural Development area office

Water and Waste Disposal Grants and Loans

Types of Assistance

Direct loans and grants for water and waste disposal facilities in rural areas and towns of 10,000 or fewer people are available. Rural Development's Rural Utilities Service is primarily a loan agency with supplemental grant money used at the discretion of RUS to maintain the water and sewer rates charged to the system users at reasonable levels. Interest rates are determined by the median income of the community and are classified as poverty, intermediate or market rates.

Who is Eligible

Public entities such as: municipalities, counties, non-profit organizations and community action agencies are eligible. Population restriction is 10,000 people per community. Priority is given to rural communities with populations of 2,500 or fewer people.

Program Use

Acquisition of a water supply, construction or improvement of water supply reservoirs, pipelines, wells, pumping stations, sewage collection, transmission, and treatment facilities. Eligible costs include legal and engineering fees, appropriate equipment costs relating to the project, and construction costs.

Application Procedure

Contact the Rural Development area office for your county and obtain information and an application.

Where to Apply

See Appendix E Rural Development area offices

Rural Utilities Service

Direct Water and Waste Disposal Loans and Grants

Direct loans may be made to develop water and wastewater systems, including solid waste disposal and storm drainage, in rural areas and to cities and towns with a population of 10,000 or less. Funds are available to public entities, such as municipalities, counties, special-purpose districts, and Indian tribes. In addition, funds may be made available to corporations operated on a non-profit basis. Priority will be given to public entities, in areas with less than 5,500 people, to restore a deteriorating water supply, or to improve, enlarge, or modify a water facility or an inadequate waste facility. Also, preference will be given to requests that involve the merging of small facilities and those serving low-income communities. Applicants must be unable to obtain funds from other sources at reasonable rates and terms. The maximum term for all loans is 40 years; however, no repayment period will exceed State statutes or the useful life of the facility. Information on interest rates may be obtained from Rural Development field offices. Grant funds may be made to reduce the user cost to a reasonable level.

Guaranteed Water and Waste Disposal Loans

USDA Rural Development is committed to building stronger, more vibrant rural communities across the nation. Water and waste disposal facilities, such as drinking water, sanitary sewer, solid waste disposal, and storm drainage facilities, are essential to the quality of life in rural communities. RUS of the USDA Rural Development can work with financial institutions to offer loan guarantees to help build water and waste disposal facilities. The lender will be charged a one time guaranteed fee, which is currently 1 percent of the guaranteed loan amount. This fee may be passed on to the borrower. Projects under guarantee loan are not eligible for grant funds.

Types of Projects Financed (Direct & Guaranteed)

- Drinking Water – construct or improve systems including treatment plants, transmission, and distribution lines.
- Sanitary Sewer – construct or improve treatment facilities, interceptor, and collection lines.
- Solid Waste Disposal – construct or improve solid waste facilities such as landfills, incinerators, trash trucks, and related equipment.
- Storm Drainage – construct or improve storm drains and related facilities.

Eligible Entities

- Public entities – municipalities, counties, special purpose districts.
- Federally recognized Indian Tribes.
- Non-profit organizations, including cooperatives.

Eligibility Issues

- Applicant must be unable to obtain funds from other commercial sources at reasonable rates and terms.
- Lender must be unwilling to make the loan without the loan guarantee.
- Loans are limited to cities and towns of up to 10,000 population and rural areas.

Solid Waste Management Grants

Make grants to public and private non-profit organizations to provide technical assistance and/or training to associations located in rural areas and to cities and towns with a population of 10,000 or less to reduce or eliminate pollution of water resources, and improve planning and management of solid waste facilities. Assistance may be provided to enhance operator skills in operations and maintenance, identify threats to water resources, and reduce the solid water stream. Funds can not be used for construction.

RURAL UTILITIES SERVICE (RUS) TEAMS IN PENNSYLVANIA

Korah Abraham, RUS Program Director
Lori Kuhn, RUS Loan Specialist
John Williams, State Engineer
Barbara Lukens, RUS Technician
Connie Maxwell, RUS Assistant

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COUNTIES SERVED:
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