

Underserved Drinking Water System Grant Program For OTMs & Non-Profit NNs

- Learn more by visiting the webpage [Underserved Drinking Water System Grant](#).

NEXT STEPS FOR INTERESTED APPLICANTS

1. Review the grant announcement to verify your eligibility.
 - ✓ Are you the owner of an Other-Than-Municipal Community (OTM) or non-profit Non-Transient Non-Community (NN) public water system?
 - ✓ Do you have an active maximum contaminant level (MCL) violation, treatment technique (TT) violation or action level exceedance (ALE)?
2. Review program requirements.
 - See the grant announcement, including the federal requirements in Appendix C.
3. Develop your project. **Please note that costs cannot be incurred before the grant start date on the grant agreement.**
 - Identify the scope of your project.
 - Develop a cost estimate.
 - Apply for applicable Wisconsin Department of Natural Resources (DNR) [water permits](#).
 - If needed, work with your DNR field representative, a [licensed well contractor](#) and/or an engineer.
 - Submit your project plans for [DNR plan review](#) (if applicable) as soon as possible as it may take 90 days or longer to receive DNR approval.
4. Prepare your application materials.
 - Get a free Unique Entity ID (UEI) through [SAM.gov](#) if you do not have one. You do not have to register your entity.
 - Complete the required forms:
 - i. Application Form with attachments
 - ii. Environmental Review Form
 - iii. W-9 Form
 - iv. NNs only: request your [IRS Tax-Exempt Affirmation Letter](#) if you do not have a copy (not needed for government-owned NNs).
5. Submit your complete grant application materials to DNRUnderservedGrants@wisconsin.gov.
6. If the DNR approves you for a grant award, sign the grant agreement and return it promptly to the DNR.
7. **After returning the signed grant agreement, you may start your project and begin incurring costs.**

**Application
Deadline:
Dec. 3, 2024**

Plan Review

Plan review may be needed for your project and is a separate process from the grant application materials. If required, plan approvals must be completed to receive final award funding. Plan reviews may take 90 days or longer in certain circumstances. It is recommended that you submit your project for plan review as soon as possible, even if grant application materials have not yet been submitted. Public water systems should determine whether their project is required to undergo plan review.

- **Other-Than-Municipal Community Public Water Systems (OTM):** Plan review by the DNR Public Water Engineering Section is required for OTMs carrying out certain activities including installing a water treatment device, abandoning a well, drilling a new well and connecting to a public water supply per Wis. Admin. Code ch. NR 811 and ch. NR 108.
- **Non-Profit Non-Transient Non-Community Public Water Systems (NN):** Plan review by the DNR Public Water Engineering Section is required for NNs for schools filling and sealing, reconstructing or drilling a new well, per Wis. Admin. Code ch. NR 812. Department of Safety and Professional Services (DSPS) plan review approval is required for NNs installing all other water treatment devices and for plumbing product approval per Wis. Admin. Code ch. NR 812.

IF PLAN REVIEW IS REQUIRED:

- All DNR [Public Water System Plan Review](#) submittals should follow **engineering report and plans and specifications** submittal requirements. Please submit to DNRPublicWaterPlanReview@wisconsin.gov.

Federal Requirements & Resources

Build America, Buy America (BABA)

- Projects with total costs below \$250,000 may be eligible for a BABA Small Project Waiver.

Disadvantaged Business Enterprise (DBE)

- Interested in training? EPA offers training for [Completion of MBE WBE Utilization Report EPA Form 5700-52A](#)

Environmental Reviews

- Environmental reviews are part of the application approval process, and the DNR will inform applicants on the status of their review.

Suspension And Debarment Regulations

- Grantees must ensure all contractors and agents are not suspended, debarred, or otherwise ineligible to participate in federal assistance programs by checking [SAM.gov](https://sam.gov).

Questions?

Email us at

DNRUnderservedGrants@wisconsin.gov



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Legal notice: This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in federal regulations or state statutes, or administrative rules are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing federal regulations and state statutes and administrative rules to the relevant facts. The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240. This publication is offered in other formats upon request, email DNRUnderservedGrants@wisconsin.gov or mail to Wisconsin Department of Natural Resources, WI DNR - DG/5, Underserved Drinking Water System Grant Program, PO Box 7921, Madison, WI 53707-7921.