

**FERRY COUNTY  
RESOLUTION NO. 2006-25  
CDBG PLANNING-ONLY GRANT  
CURLEW WASTEWATER FACILITY & GENERAL SEWER PLAN AMENDMENT  
CERTIFICATION OF COMPLIANCE**

WHEREAS, Ferry County is applying to the state Department of Community, Trade and Economic Development for funding assistance;

WHEREAS, it is necessary that certain conditions be met as part of the application requirements;

WHEREAS, the Ferry County Board of Commissioners is authorized to submit this application to the state of Washington on behalf Ferry County;

NOW, THEREFORE, be it resolved that the Ferry County Board of Commissioners authorizes submission of this application to the state Department of Community, Trade and Economic Development to request \$24,000 to proceed with the Curlew Wastewater Facility & General Sewer Plan Amendment, and certifies that, if funded, it:

Will comply with applicable provision of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws;

Has adopted and is following a Citizen Participation Strategy which provided opportunities for citizen participation comparable to the state's requirements (those described in Section 104(a)(2)(3) of the Housing and Community Development Act of 1974, as amended); has complied with all public hearing requirements and provided citizens, especially low-and moderate-income persons, with reasonable advance notice of, and the opportunity to present their views during the assessment of community development and housing needs, during the review of available funding and eligible activities, and on the proposed activities;

Will provide technical assistance to citizens and groups representative of low-and moderate-income persons that request assistance in developing proposals;

Will provide opportunities for citizens to review and comment on the proposed changes in the funded project and program performance;

Has adopted a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

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Will not use assessments against properties owned and occupied by low-and moderate-income persons or charge fees to recover the capital costs of CDBG-funded public improvements from low-and moderate-income owner-occupants;

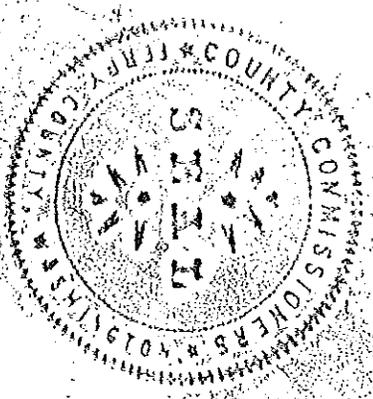
Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act, and will affirmatively further fair housing, (Title VIII of the Civil Rights Act of 1968); and

Has adopted and will enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstration; and has adopted or will adopt and implement a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act of 1974, as amended; and

Will provide, upon request, and prior to any obligation of funds being made, a complete and accurate CDBG Federal Funds Disclosure Report detailing the required applicant/grantee information, and as appropriate other government assistance provided or applied for, interested parties and expected sources, and uses of funds.

The Ferry County Board of Commissioners designates its Chairman, Mike L. Blankenship, as authorized Chief Administrative Official and authorized representative to act in all official matters in connection with this application and Ferry County's participation in the Washington State CDBG Program.

**APPROVED** this 14th day of August, 2006.



**FERRY COUNTY BOARD OF COMMISSIONERS  
FERRY COUNTY, WASHINGTON**

Mike Blankenship *VIA PHONE CONFERENCE*  
MIKE L. BLANKENSHIP, Chairman

Ronald L Bacon  
RONALD (RON) L. BACON, Member

ABSENT  
BRAD L. MILLER, Member

**ATTEST:**

*Joy Osterberg*  
Joy Osterberg  
Clerk of the Board

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**Applicant/Recipient  
Disclosure/Update Report**

U.S. Department of Housing  
and Urban Development

OMB Approval No. 2510-0011 (exp. 12/31/2006)

**Instructions.** (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

**Applicant/Recipient Information** Indicate whether this is an Initial Report  or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code): Ferry County 350 E. Delaware #5, Republic, WA 99166 (509) 775-5229	2. Social Security Number or Employer ID Number: 91-6001314
3. HUD Program Name CDBG Planning-Only Grant	4. Amount of HUD Assistance Requested/Received \$24,000
5. State the name and location (street address, City and State) of the project or activity: Curlew Wastewater Facility and General Sewer Plan Amendment, Curlew, Washington (Ferry County) <i>[street address not applicable]</i>	

**Part I Threshold Determinations**

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9 <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No.
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If you answered "No" to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

**Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.**

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds

(Note: Use Additional pages if necessary.)

**Part III Interested Parties.** You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)

(Note: Use Additional pages if necessary.)

**Certification**

**Warning:** If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature:	Date: (mm/dd/yyyy)

**\*\*Note: This certification must be signed by the Chief Administrative Official (mayor, county commission chair, county administrator, or city manager)**

**Public reporting burden** for this collection of information is estimated to average 2.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

**Privacy Act Statement.** Except for Social Security Numbers (SSNs) and Employer Identification Numbers (EINs), the Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under section 102 of the Department of Housing and Urban Development Reform Act of 1989, 42 U.S.C. 3531. Disclosure of SSNs and EINs is optional. The SSN or EIN is used as a unique identifier. The information you provide will enable HUD to carry out its responsibilities under Sections 102(b), (c), and (d) of the Department of Housing and Urban Development Reform Act of 1989, Pub. L. 101-235, approved December 15, 1989. These provisions will help ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. They will also help ensure that HUD assistance for a specific housing project under Section 102(d) is not more than is necessary to make the project feasible after taking account of other government assistance. HUD will make available to the public all applicant disclosure reports for five years in the case of applications for competitive assistance, and for generally three years in the case of other applications. Update reports will be made available along with the disclosure reports, but in no case for a period generally less than three years. All reports, both initial reports and update reports, will be made available in accordance with the Freedom of Information Act (5 U.S.C. §552) and HUD's implementing regulations at 24 CFR Part 15. HUD will use the information in evaluating individual assistance applications and in performing internal administrative analyses to assist in the management of specific HUD programs. The information will also be used in making the determination under Section 102(d) whether HUD assistance for a specific housing project is more than is necessary to make the project feasible after taking account of other government assistance. You must provide all the required information. Failure to provide any required information may delay the processing of your application, and may result in sanctions and penalties, including imposition of the administrative and civil money penalties specified under 24 CFR §4.38.

**Note:** This form only covers assistance made available by the Department. States and units of general local government that carry out responsibilities under Sections 102(b) and (c) of the Reform Act must develop their own procedures for complying with the Act.

## Instructions

### Overview.

#### A. Coverage. You must complete this report if:

- (1) You are applying for assistance from HUD for a specific project or activity and you have received, or expect to receive, assistance from HUD in excess of \$200,000 during the during the fiscal year;
- (2) You are updating a prior report as discussed below; or
- (3) You are submitting an application for assistance to an entity other than HUD, a State or local government if the application is required by statute or regulation to be submitted to HUD for approval or for any other purpose.

#### B. Update reports (filed by "Recipients" of HUD Assistance):

**General.** All recipients of covered assistance must submit update reports to the Department to reflect substantial changes to the initial applicant disclosure reports.

### Line-by-Line Instructions.

#### Applicant/Recipient Information.

All applicants for HUD competitive assistance, must complete the information required in blocks 1-5 of form HUD-2880:

1. Enter the full name, address, city, State, zip code, and telephone number (including area code) of the applicant/recipient. Where the applicant/recipient is an individual, the last name, first name, and middle initial must be entered.
2. Entry of the applicant/recipient's SSN or EIN, as appropriate, is optional.
3. Applicants enter the HUD program name under which the assistance is being requested.
4. Applicants enter the amount of HUD assistance that is being requested. Recipients enter the amount of HUD assistance that has been provided and to which the update report relates. The amounts are those stated in the application or award documentation. NOTE: In the case of assistance that is provided pursuant to contract over a period of time (such as project-based assistance under section 8 of the United States Housing Act of 1937), the amount of assistance to be reported includes all amounts that are to be provided over the term of the contract, irrespective of when they are to be received.
5. Applicants enter the name and full address of the project or activity for which the HUD assistance is sought. Recipients enter the name and full address of the HUD-assisted project or activity to which the update report relates. The most appropriate government identifying number must be used (e.g., RFP No.; IFB No.; grant announcement No.; or contract, grant, or loan No.) Include prefixes.

#### Part I. Threshold Determinations - Applicants Only

Part I contains information to help the applicant determine whether the remainder of the form must be completed. **Recipients filing Update Reports should not complete this Part.**

If the answer to *either* questions 1 or 2 is No, the applicant need not complete Parts II and III of the report, but must sign the certification at the end of the form.

#### Part II. Other Government Assistance and Expected Sources and Uses of Funds.

A. Other Government Assistance. This Part is to be completed by both applicants and recipients for assistance and recipients filing update reports. Applicants and recipients must report any other government assistance involved in the project or activity for which assistance is sought. Applicants and recipients must report any other government assistance involved in the project or activity. Other government assistance is defined in note 4 on the last page. For purposes of this definition, other government assistance is expected to be made available if, based on an assessment of all the circumstances involved, there are reasonable grounds to anticipate that the assistance will be forthcoming.

Both applicant and recipient disclosures must include all other government assistance involved with the HUD assistance, as well as any other government assistance that was made available before the request, but that has continuing vitality at the time of the request. Examples of this latter category include tax credits that provide for a number of years of tax benefits, and grant assistance that continues to benefit the project at the time of the assistance request.

The following information must be provided:

1. Enter the name and address, city, State, and zip code of the government agency making the assistance available.
2. State the type of other government assistance (e.g., loan, grant, loan insurance).
3. Enter the dollar amount of the other government assistance that is, or is expected to be, made available with respect to the project or activities for which the HUD assistance is sought (applicants) or has been provided (recipients).
4. Uses of funds. Each reportable use of funds must clearly identify the purpose to which they are to be put. Reasonable aggregations may be used, such as "total structure" to include a number of structural costs, such as roof, elevators, exterior masonry, etc.

- B. Non-Government Assistance. Note that the applicant and recipient disclosure report must specify all expected sources and uses of funds - both from HUD **and any other source** - that have been or are to be, made available for the project or activity. Non-government sources of funds typically include (but are not limited to) foundations and private contributors.

### Part III. Interested Parties.

This Part is to be completed by both applicants and recipients filing update reports. Applicants must provide information on:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

**Note:** A financial interest means any financial involvement in the project or activity, including (but not limited to) situations in which an individual or entity has an equity interest in the project or activity, shares in any profit on resale or any distribution of surplus cash or other assets of the project or activity, or receives compensation for any goods or services provided in connection with the project or activity. Residency of an individual in housing for which assistance is being sought is not, by itself, considered a covered financial interest.

The information required below must be provided.

1. Enter the full names and addresses. If the person is an entity, the listing must include the full name and address of the entity as well as the CEO. Please list all names alphabetically.
2. Entry of the Social Security Number (SSN) or Employee Identification Number (EIN), as appropriate, for each person listed is optional.
3. Enter the type of participation in the project or activity for each person listed: i.e., the person's specific role in the project (e.g., contractor, consultant, planner, investor).
4. Enter the financial interest in the project or activity for each person listed. The interest must be expressed both as a dollar amount and as a percentage of the amount of the HUD assistance involved.

**Note** that if any of the source/use information required by this report has been provided elsewhere in this application package, the applicant need not repeat the information, but need only refer to the form and location to incorporate it into this report. (It is likely that some of the information required by this report has been provided on SF 424A, and on various budget forms accompanying the application.) If this report requires information beyond that provided elsewhere in the application package, the applicant must include in this report all the additional information required.

Recipients must submit an update report for any change in previously disclosed sources and uses of funds as provided in Section I.D.5., above.

#### Notes:

1. All citations are to 24 CFR Part 4, which was published in the Federal Register. [April 1, 1996, at 63 Fed. Reg. 14448.]
2. Assistance means any contract, grant, loan, cooperative agreement, or other form of assistance, including the insurance or guarantee of a loan or mortgage, that is provided with respect to a specific project or activity under a program administered by the Department. The term does not include contracts, such as procurements contracts, that are subject to the Fed. Acquisition Regulation (FAR) (48 CFR Chapter 1).
3. See 24 CFR §4.9 for detailed guidance on how the threshold is calculated.
4. "Other government assistance" is defined to include any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance from the Federal government (other than that requested from HUD in the application), a State, or a unit of general local government, or any agency or instrumentality thereof, that is, or is expected to be made, available with respect to the project or activities for which the assistance is sought.
5. For the purpose of this form and 24 CFR Part 4, "person" means an individual (including a consultant, lobbyist, or lawyer); corporation; company; association; authority; firm; partnership; society; State, unit of general local government, or other government entity, or agency thereof (including a public housing agency); Indian tribe; and any other organization or group of people.

**CDBG PLANNING-ONLY GRANT  
APPLICATION CHECKLIST**  
(For Applicants Use Only)

	<b>YES</b>	<b>NO</b>
1. Has the lead applicant submitted a Pre-Application and received a formal invitation to apply?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does the application contain a copy of the complete Resolution with Certification of Compliance adopted through formal action by a governing body (i.e., City Council, County Board of Commissioners) and signed by the Chief Administrative Official?	<input type="checkbox"/>	<input type="checkbox"/>
3. Has the lead applicant submitted and been awarded only one CDBG Planning-Only Grant application per program year?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Does the application contain only eligible activities and costs as per CDBG guidelines?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Is the request within the maximum amount limit of \$35,000 or \$50,000?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. If the request is at the maximum amount, does the project meet the criteria for requesting the maximum amount as outlined on page 3-4?	<input type="checkbox"/>	<input type="checkbox"/>
7. <u>Joint applications:</u>	<input type="checkbox"/>	<input type="checkbox"/>
Is a complete Interlocal Agreement signed by all participating jurisdictions and submitted?		
8. Has the required Citizen Participation Documentation been enclosed with the application and does it meet the minimum requirements?	<input type="checkbox"/>	<input type="checkbox"/>
✓ A copy of the public hearing minutes.		
✓ A copy of the affidavit of publication or the notice from the paper.		
✓ The Outreach and Accommodation for Non-English Speaking Residents Form, documenting the review and determination of local data on non-English speaking populations, the list of outreach steps (if applicable) and accommodation made.		
✓ A copy of the jurisdiction's adopted Grievance Procedure.		
9. Is the Disclosure Report completed, signed by the chief administrative official, and included with the application?	<input type="checkbox"/>	<input type="checkbox"/>
10. Are the appropriate parts and forms complete and assembled in the appropriate order as listed on page 1?	<input type="checkbox"/>	<input type="checkbox"/>
11. Does the project principally benefit low- and moderate-income persons OR address a slum or blight; and does the application include a National Objective Worksheet with the necessary attached documentation?	<input type="checkbox"/>	<input type="checkbox"/>

- |   | <b>YES</b>               | <b>NO</b>                |
|---|--------------------------|--------------------------|
| 12. Is the Community Data Summary Form completed and included in the application?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Are the survey results (if required) documented and valid according to method and sample size? See chart below for appropriate sample size. | <input type="checkbox"/> | <input type="checkbox"/> |

**Required Sample Group Sizes For Universes  
Of Various Sizes**

Column A	Column B
<u>Number of Households In the Universe</u>	<u>Sample Group Size Needed to Complete Responses Required</u>
1-49	1-49 (100%)
50-55	50
56-63	55
64-70	60
71-77	65
78-87	70
88-99	80
100-115	90
116-133	100
134-153	110
154-180	125
181-238	150
239-308	175
309-398	200
399-650	250
651-1,200	300
1,201-2,700	350
2,701 or more	400

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 14. When census data, rather than survey, is used to determine percent of LMI and the community is not listed in Appendix B, is a copy of an official census map correlating to the project area included? | <input type="checkbox"/> | <input type="checkbox"/> |
|--|--------------------------|--------------------------|

## APPLICATION NARRATIVE, WORK PLAN, AND BUDGET

### Overview

This section provides a framework and guiding questions to assist an applicant describe its planning proposal. This section is to be completed **after** the jurisdiction has received an invitation to apply from the CDBG Program.

The information from the submitted narrative, work plan and budget will be used by CTED to review the proposal's local support, capacity, readiness to proceed and outcomes before a final award decision is made. If awarded, this information will also provide the basis for contracting. Submittal of an application does not guarantee funding.

The following questions and forms are guidance only. If the applicant has used another format for an accompanying funding source **and** if this format provides the necessary information on the same planning proposal, this alternate format will be accepted.

### Framework

- Need Statement
- Capacity Statement
- Readiness Statement, Work Plan, and Budget Forms
- Results Statement

**WARNING:** Applicants occasionally do not provide complete information in these narrative sections and risk delay in the processing of their application or denial of their application. Provide written responses to the bulleted questions in each narrative section. Contact the CDBG Program if additional clarification is needed.

## **NEED Statement**

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**1. What is the need/problem the proposal seeks to respond to or address?**

*Curlew is currently un-sewered. Commercial and residential wastewater is treated and disposed of by way of inadequate individual septic tanks and drainfields. According to the County Health Department and utility district, many of the older existing sewage systems consist of undersized septic tanks and cesspools or seepage pits.*

*Many of these private systems are failing or not constructed to current Health Dept. standards. In other cases, septic systems drain rapidly without proper treatment, due to porous soils, and existence of high groundwater tables. These problems are compounded by small lot sizes, which preclude replacement with systems that meet current minimum standards. Unsanitary conditions have periodically resulted from surfacing sewage. Refer to the supporting letter from James Matsuayma of the Northeast Tri-County Health District (Tri-Co Health), located in the Appendix, which indicates that "the installation of a community sewer system is vital to Curlew."*

*The current situation results in unsafe sanitary conditions for community residents, pollution of groundwater and of Kettle River, and lack of community development (due to the inability for any new development to occur as a result of not being able to get building permits on the existing small lots).*

**2. Who is most affected by the problem or need? How are low- and moderate-income persons impacted? How many people are affected; how are they affected; and how often are they affected?**

*The entire Curlew Community is adversely affected. Curlew is home to approximately 54 residences, a 16 unit apartment, a small commercial area, and the Curlew K-12 public school, all of which are provided water by the Curlew Water and Sewer District (District). The estimated population of those affected is approximately 125. Per the Income Survey conducted in 2002, 71% of those households affected are low- to moderate-income. WA OFM has ranked Ferry County (County) in last*

*place for Per Capita Income by County in 2003 and 2005. Additionally, in 2003, the County saw a -1.5% decrease in per capita income growth, likely due to business closures such as local saw mills and Cougar Corner. Also within the service area is the Curlew School. The school's population is 240 students, plus 40 adult staff members.*

*From a regional economic standpoint, homes which can not be sold due to septic system problems, and lots that can not be developed due to inadequate treatment area, present a severe impediment to normal economic activity in the area, particularly to the large percentage of low-income residents. In some instances, repairs have not been possible at all, resulting in the abandonment of the existing structures. This decimates the community.*

*The 71% LMI population is severely affected by the plight for a number of reasons. For starters, the LMI population is already struggling to get by and make ends meet. Lower income people are more likely to consider refinancing a mortgage loan to reduce monthly payments during hard financial times, which is impossible in Curlew due to non-compliant septic systems. Also, the cost of maintenance and repairs needed to keep the septic systems functioning result in more hardship on those with less income. There is no way for these people to better their situation.*

**3. Is the project urgent? Does it address a public health and safety issue? Is the planning project responding to a state or federal mandate? If so, describe specifically how.**

*The project most definitely addresses a public health and safety issue as stated in the project need discussion. This project is considered to be of an urgent nature to address said safety issues. As a result of difficulties related to procurement of a treatment site, completion of the Wastewater Facilities & General Sewer Plan (WWFP/GSP) has already been significantly delayed.*

*No compliance orders have been issued. Curlew, the County, Tri-Co Health, and DOE have been extremely concerned about non-compliance with current public health (septic systems) standards for a number of years, resulting in the issuance of strong support letters for this project (see Appendix) and*

agency assistance in acquiring funding for the preparation of the 2000 Preliminary Evaluation of Sanitary Sewer/Wastewater Systems and the draft WWFP/GSP completed in 2005.

**4. How was this project identified as a high level priority within the community? If it is not identified as the highest-level priority, explain why. Demonstrate strong support and agreement for the project at the local level.**

*The Commissioners ranked this project third on the County WACERT List in July 2005. It was initially listed on the WACERT in 2002. However, discussions and evaluations related to the need and feasibility of the system date back much further. Some examples of documented support include:*

*In May 2000, informational flyers were distributed to the community regarding the need for a community sewer system which requested that recipients respond with comments and concerns. Based on the comments received, the District and County determined the community was in agreement and ready to proceed with planning.*

*In May 2002, an informational packet and survey was distributed which explained the preliminary findings of the sewer system needs and provided an opportunity for comment, specifically asking "do you think Curlw should have a public sewer system?" The unanimous response was "yes."*

*In November 2002, a public hearing was held for the CDBG Planning-Only application submitted for the Preliminary Engineering Report. Attendees voiced strong support for the application and project.*

*In February 2003, the Director of Environmental Health at Tri-Co Health, Jim Matsuyama, wrote a letter of support for the funding of a sewer system. In Mr. Matsuyama's opinion, a community sewer is essential to protect surface and ground water, protect public health, and aid in the economic development of the town.*

**5. Explain what will happen if nothing is done.**

*The existing non-complying septic systems will continue to fail. Because of the density of development and small lot sizes, on-site replacement of septic systems is not permitted by the local*

*health department since replacement systems can't meet current regulations. Unfortunately, some residents have "resolved" their problems outside of proper channels by constructing illegal, improperly designed systems, which may result in worse long-term problems.*

*The wastewater situation also thwarts potential new economic activity in a region that can not afford impediments to its already weak economy. The 71% LMI population is trapped in the economic situation with no avenue to better their current situation.*

*Without this grant, there is no way for the situation to be remedied and threats to public health, economic vitality, and the environment will continue indefinitely.*

*The need to evaluate and acquire a new site for the treatment plant has delayed the completion of an approvable WWFP/GSP and consequently put the construction of the proposed, and badly needed, community sewer system and treatment plant on indefinite hold.*

**6. How was the proposed planning project developed? Include key people, target groups, organizations consulted and the process used to involve the public.**

*Planning began in 2000, with a preliminary evaluation for a community wastewater system. This preliminary evaluation indicated that a system is essential and feasible. Funding was acquired from DOE and CDBG Planning-Only Grant in 2003 to complete a detailed engineering study, in the form of a WWFP/GSP, to determine the most cost-effective sewer system solution for the Curlew Community. Pursuant to CDBG requirements, public hearings were held to provide information and to gather public input and comment for the project. The public was supportive of the planning for and construction of a community wastewater system.*

*Throughout the years that this project has been underway, many informational public meetings, funding application required public hearings, and distributed informational material, including a survey, have been instrumental in keeping the public informed and involved, as well as a gauge for local support.*

*Organizations involved to varying degrees in this planning project include CTED (Small Communities Program Initiative; Community Investment Fund; CDBG), DOH, DOE, Public Works Board, and Rural Development on the state and federal level; Tri-County Economic Development District, NE Tri-County Health District, and the Five Star Enterprise Committee on the local level.*

*Most recently, the new owner and future developer of Cougar Corner has contacted the District expressing interest in the possibility of providing a financial contribution in an effort to expedite the system which will ultimately benefit the development. Further discussions are still pending.*

## **CAPACITY Statement**

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- 1. How able is your community to meet this need on its own? Has the community already done everything that can be done locally? What, specifically, is the gap between need that can be met locally and the assistance needed from a Planning-Only Grant?**

*It is impossible for the County and the District to address this on their own. The District's financial capacity to deal with the septic problems is severely limited, primarily because of the low- to moderate-income and earning potential of a high percentage of local residents. As described and documented in the Need Statement, the community has a very low MHI, a high percentage of families below the poverty level, and 71% of the population below the LMI.*

*Financial help from the County is just not enough to make an appreciable difference in a project of this magnitude. Ferry County is one of the poorest counties in the state and its resources are extremely limited. Without financial aid from outside sources, this project is simply not viable for the residents of Curlw and Ferry County.*

*In addition to the commitment of a small reserve intended for use in procuring a site, which is required to complete the Amendment to the WWFP/GSP, the District has volunteered extensive time and energy assisting the engineer, gathering information, holding public meetings, and assisting with field studies.*

- 2. What resources are currently committed to this project? (This would include any CDBG Program Income earned from a previous CDBG funded project.) If not committed, why not?**

*The District has committed \$3,000 of its reserve funds towards the completion of the Amendment to the WWFP/GSP and is working to purchase the property needed for the treatment.*

*An RD Pre-Development Grant is being pursued but has not yet been procured. If RD funding cannot be secured, the District is committed to re-evaluating and possibly re-distributing additional reserve funds currently ear-marked for water system improvements if additional funding is needed to*

acquire a treatment site. While this option is not preferred, the District feels it is in the best interest of the community to take whatever steps necessary to complete the amended WWFP/GSP and proceed with implementation of the construction project as soon as possible.

Also, as previously mentioned, the new owner and future developer of Cougar Corner has expressed interest in providing a financial contribution in an effort to expedite construction of the system which will ultimately benefit the development. Related discussions are still pending.

The draft WWFP/GSP was funded with a CDBG Planning-Only Grant and DOE Centennial Clean Water Grant.

**3. Do you have the staff capacity to manage this project? How will you keep the project on track? Explain the organization capacity of the responsible parties needed to implement and maintain your project.**

Yes. The County has staff to perform the grant administration and public involvement activities required. The District has minimal but experienced staff available for day-to-day activities and site evaluation coordination. The District is also pursuing avenues to encourage additional volunteers. The consulting engineer has ample capacity and staff that are intimately familiar with the project.

Because the proposed project is an Amendment to the draft WWFP/GSP project recently completed by the same three organizations, the County, District, and consulting engineer have a genuinely good working relationship in place, with clearly defined roles and goals and will continue in the same capacity to implement this project.

**4. What is the proposed administrative plan for implementing the project and managing the funds?**

Ferry County is responsible for administering the funding and engineering contracts, grant administration, and project closeout requirements. The District will be responsible for the day-to-day activities, site acquisition negotiations, and will provide assistance and coordination of site evaluation related activities. The consulting engineer is responsible for all engineering tasks, investigation

*scheduling and coordination, and funding administration assistance. This has been the ongoing division of responsibilities between the County, District and Varela for the past five years of successfully planning for this project.*

**5. If there will a subrecipient, describe the relationship between the subrecipient and applicant and who will have what responsibilities, including grant administration, procurement, oversight, etc.**

*The Curlew Water and Sewer District is the subrecipient of the CDBG grant.*

*County staff are responsible for grant administration, oversight, environmental review, labor standards compliance, etc. The District is responsible for the day-to-day activities, coordination with the engineer, and general record keeping.*

**6. Describe the relationship between the jurisdiction and other project participants (i.e. contractor, consultant, organization, citizen groups and other governmental agencies) and how appropriate oversight will be maintained.**

*The County and District previously worked together in this same capacity to successfully complete water system improvements for the same service area in Curlew in 2001 and have been working together throughout the various preliminary phases of the current project.*

*The County, District and consulting engineer, Varela & Associates, have been working together for the past five years to plan for and implement this Amendment project.*

*CTED and DOE have provided funding and been directly involved in this project since its inception. In June 2006, representatives from CTED and DOE met with the District, County, and Varela to discuss the status of the project and to develop a plan for financing of the Amendment. At that same meeting, Janice Roderick with CTED's Small Communities Program Initiative agreed to assist the County and District in facilitating funding program and planning assistance. Additionally, Rural Development is well acquainted with the project and has expressed a potential for funding of the Amendment and/or construction of the proposed improvements.*

## **READINESS Statement Work Plan and Budget**

### **1. Clearly describe the planning project and explain how it addresses the Need Statement.**

*The District seeks to amend and finalize a Wastewater Facilities/General Sewer Plan in compliance with WAC 173-240-050 & 060 and for submission to DOE for approval of the proposed plan. The WWFP/GSP was initially undertaken to evaluate the feasibility of constructing a public sewer system and treatment facility, as well as evaluate the benefits of such a system on public health, water quality, and a range of other factors including financial impacts and feasibility. Review of the draft WWFP/GSP and initial recommendations by the consulting engineer indicate to the County and District that it is feasible to proceed with design and construction implementation of the proposed system and facilities upon procurement of a treatment site, which will eliminate the wastewater problems and consequential impacts in the community.*

*The draft WWFP/GSP also confirmed the County, District, and public's concern that without the proposed improvements, there is a reasonable expectation that the failing septic systems, surfacing sewage, and surface discharges to the Kettle River will, and potentially has already, impacted surface water quality.*

*The scope of work for the proposed Amendment includes site evaluation, including geotechnical analysis, of at least one newly identified potential location. Upon acquisition of an appropriate site, a NEPA-level environmental assessment will be conducted, including a Cultural Resource Survey and Biological Assessment, if required. Next, the draft WWFP/GSP completed in 2005 will be amended to reflect recommendations and financing plans for construction of the proposed treatment plant at the new site.*

*The proposed amendments and completion of a final WWFP/GSP will directly address the problem by continuing with the evaluation and selection of the most appropriate wastewater alternative and defining a clear pathway for implementation.*

**2. What is the basis for the approach taken? What options have been considered?**

*At this juncture, there really are no alternatives to the proposed project. In order to proceed with construction of the community sewer system and treatment plant, the District must complete a DOE-approved WWFP/GSP. To complete the WWFP/GSP, a new site must be evaluated, an environmental assessment of the site conducted, and an amendment to the draft plan completed. The County and District are financially unable to complete these tasks on their own.*

**3. How and when are the community or other interested parties involved in the solution and work plan activities? Include the required final public hearing, and review and approval process by stakeholders and governmental body.**

*For the currently proposed scope of work, very little is needed from the community or other interested parties. However, many public and private entities have been actively involved in the project since its inception. Several public hearings and informational meetings have been held over the past six years, from initial discussions regarding feasibility and preliminary engineering, to the implementation of the WWFP/GSP, to construction of the proposed community sewer system and treatment plant.*

*Ferry County Commissioner Brad Miller has been active in assisting the District make contact with the owner of the potential new treatment site. Tri-County Economic Development District has continually supported this project by assisting with past funding applications and attended a recent "technical" meeting. Janice Roderick with the CTED's Small Communities Program Initiative will be assisting with organization of and attendance at the public meeting and review of funding applications. DOE has attended several technical meetings, including the most recent in which Wayne Peterson offered to be onsite during site evaluation.*

*For the proposed project, the public will be notified via public notices in the local newspaper that an environmental review will be conducted and will be given the opportunity to provide comment. Specific local agencies will be contacted directly.*

*Final Public Hearing related documents enclosed.*

- 4. If relevant, are regulatory agencies in agreement that the proposed solution is the right solution? Provide letters of agreement if available.**

*Yes. Since the inception of the proposed community sewer system, DOE, DOH, and the local Health District are in strong support and agreement, evidenced by offers to submit funding applications, attendance at public and technical meetings, and letters of support (see Appendix). DOE and DOH staff have been fully involved throughout the study and participated in reviews of technical memos that provide the technical background for the decisions documented in the Facilities Plan.*

- 5. List obstacles that might affect the success of the planning project if funded, and describe how your work plan addresses these obstacles.**

*The only perceived obstacle to completion of this project would be the inability to acquire the desired treatment site. Several alternative sites have been preliminarily reviewed for suitability in the event that the desired site cannot be acquired. The proposed budget has a contingency line item for this purpose.*

- 6. Using the Work Plan Form on page 42, list the tasks and the time frames that will be accomplished during this planning process. Also, name the individual(s), consultant(s), or organizations responsible for carrying out each task.**

*See next page*

- 7. Clearly explain why the order, timing and assignment of responsibility (as listed in the Work Plan) are appropriate.**

*Permission to evaluate the proposed treatment site for initial evaluation is proposed to reduce the chance of expending monies on a site that cannot be acquired. Once the site is determined feasible, negotiations to acquire the site will begin. Environmental related surveys and assessments will proceed once the site is acquired; again, to reduce the chance of expending money on an unfeasible site. Once these evaluations are complete, the consulting engineer can proceed with the amendments to*

*the Environmental Report and WWFP/GSP. The assignment of responsibility was determined by way of a detailed scope of work provided by the consulting engineer, and multiple meetings between the County, District, and engineer.*

**8. Is the project ready to go? If not, what else must be done before it is?**

*Absolutely! The District has already initiated contact with the owners of the proposed site in an effort to proceed with negotiations just as soon as funding is procured.*

**9. Complete the Budget Forms on page 46 and 47. Explain assumptions, list funding sources pursued, and commitment of funding sources.**

WORK PLAN FORM		
TASKS	TIME FRAME	RESPONSIBLE PARTY
Amend contract with consultant	8/06	Ferry County Planning Dept.
Obtain permission to perform site evaluation of proposed site(s) and obtain purchase option for site(s)	8/06	John Meyer - District Mngr, CWSD
Conduct initial engineering screening of sites for feasibility	9/1/06-9/15/06	Consulting engineer
Conduct geotechnical investigation of proposed site(s)	9/15/06-10/15/06	Consulting engineer
Complete engineering evaluation of proposed site(s) based on geotech results	10/1/06 – 10/31/06	Consulting engineer
Conduct environmental review and amend environmental report	10/1/06-12/31/06	Consulting engineer
Review findings w/County & District and make decision regarding site	11/1/06-11/10/06	County/District/Consulting engineer
Amend WWFP/GSP based on selected site	11/10/06-12/15/06	Consulting engineer
Submit amended WWFP/GSP and Environmental Report to DOE for approval	1/07	County/District

## **RESULTS Statement**

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- 1. What are the short and long-term outcomes of the proposed planning project? List the final product(s) to be produced as a short-term outcome.**

*The proposed amendments and completion of a final WWFP/GSP will directly address the problem by continuing with the evaluation and selection of the most appropriate wastewater alternative and treatment plant site, and by defining a clear pathway for implementation. Therefore, the anticipated short-term outcome is a DOE-approved WWFP/GSP that meets state standards and recommends a detailed plan for implementation of the proposed improvements.*

*Long-term outcomes would include the procurement of a consulting engineer to proceed with design of the proposed system and assembly of contract documents for bid, construction of a community sewer system and treatment plant, the eventual elimination of failing individual septic systems, and finally, the protection of community surface, ground, and drinking water. A community system is also expected to bolster economic development in the area by eliminating the need for costly individual systems in new development.*

- 2. How will the proposed plan benefit the community and low- and moderate-income persons?**

**This can include both direct and indirect benefits.**

*This project will directly affect each and every residence within the project area. By implementing a community sewer system, failing and poorly designed individual septic tanks will no longer be necessary, eliminating costly repairs.*

*Problems related to inability to permit the septic tanks will no longer be an issue for those residents wishing to refinance their mortgage and better their economic situation.*

*A community sewer system will help to attract new businesses to the area by reducing the cost of implementing their own system, ultimately boosting economic development in an area that sorely needs*

*it. An improved local economy is better for all residents, regardless of income level, but particularly to those already struggling.*

*Reducing the threat to drinking water and the pristine waters of Kettle River will ease the fears of local residents, as well as reduce the chance that future restrictions and sanctions will be brought forth by regulating agencies.*

**3. How many persons will benefit? How many households will benefit?**

*All residents serviced by the Curlw Water and Sewer District, approximately 125 people in 54 households, and 280 students and staff members at the Curlw School.*

**4. If funded, what performance measures will you use to evaluate project successes at the end of the project.**

*The success of the project will be a DOE-approved WWFP/GSP which is the first step in the implementation of a central sewer system for Curlw. The steps identified in the following table will provide the desired project results and will result in clear measures of project success in definitively achieving the desired environmental results.*

<b>Project Phase</b>	<b>Performance Measure/Milestones</b>
1. Site evaluation	Success will be measured by a determination that the site is suitable and acquisition feasible.
2. Site acquisition	Success will be measured by the successful acquisition of a suitable site for the proposed treatment plant so subsequent evaluations can be conducted.
3. Environmental assessment	Success will be measured by the completion of environmental related surveys and assessments and a determination that the site and proposed project will not have a negative impact on the environment.
4. Environmental Report amendment	Success will be determined by a successful approval of the report and proposed improvements by DOE.
5. Amend and finalize Wastewater Facilities and General Sewer Plan	Success will be clearly measured by completing the plan in such a way that the District, the public, and DOE are informed of the advantages and disadvantages (environmental, public health, financial) of construction of a public wastewater collection and treatment system. The WWFP will be submitted to DOE for review and approval. This further provides a clear and measurable result of the success of the project.
6. Obtain design funding	If funding is obtained, the design process will move forward.
7. Complete sewer & wastewater treatment plant design	Success will be measured by a design which lays out a facility that will be cost effective, minimize O&M and protect the environment. The design will be submitted to DOE for review and approval.
8. Obtain construction funding	If funding is obtained, the construction process will move forward.

9. Complete sewer and wastewater treatment plant construction	Success will be measured by completion of the wastewater collection and treatment system, and project start-up and operation.
10. Long-term monitoring	The District will conduct monitoring of receiving water and POTW effluent, as required by regulations, to confirm that the project operates within permissible parameters and has resulted in an environmental/public health improvement, as compared to the current situation. This will be under DOE's oversight through an ongoing State Waste Discharge Permit.

**5. How will you implement the project?**

*If adequate funding can be procured, efforts begun during the initial planning and subsequent draft WWFP/GSP will continue as described in the enclosed Work Plan.*

## BUDGET WORKSHEET

What is the expected contract time funded by this request?\* \_\_\_ months. If planning activity requires approval by regulatory agency, include time it will take for approval.

	Request to CTED*	Cash Contribution	In-Kind Contribution	Other Resources	TOTALS
A. Personnel					
B. Personal Services					
C. Project Related Expenses	24000	6800			30800
D. Travel					
E. General Administration	XXXXXXXX		1500		1500
<b>TOTALS</b>					32300

*On the next page, outline how the budget amounts were developed, explaining all line items including your request to CTED for the CDBG Planning-Only Grant funds. Use the other side or additional paper if you need more space. Please refer to budget examples on pages 48-49.*

- A. Personnel: List project positions and amount of time they will work on the project.
- B. Personal Services: Identify the type of consultant you are using and purpose; i.e., marketing consultant for tourism brochure.
- C. Project Related Expenses: Be specific about costs, following the categories described on page 45.
- D. Travel: Mileage and per diem costs for paid project personnel or volunteers.
- E. General Administration: (Local Contributions only).