



ATTACHMENT 4



Clean Water State Revolving Fund(CWSRF) Fiscal Sustainability Plans (FSP) Fact Sheet

- The **Clean Water State Revolving Fund (CWSRF)** is administered by the Maine DEP to fund wastewater collection and treatment projects across the State of Maine.
- All CWSRF loan recipients are required to prepare a **Fiscal Sustainability Plan (FSP)** for projects that involve repair, replacement, or expansion of a treatment works.
- Fiscal sustainability and asset management are considered **interchangeable** terms.
- **Funding for FSP's:** Maine DEP offers up to \$50,000 of principle forgiveness (PF) to each loan recipient to help fund the cost of developing the FSP.
- **Local Match:** The PF funds for FSP's require a 1 to 1 local match, which can be in the form of in-kind services.
- Funding is also available for **Stand Alone FSP's** that are not associated with a construction project.
- For Maine DEP to approve, the FSP must contain these **essential elements**:
 - **Inventory of assets** to include type, age, service history and remaining service life
 - **Condition Assessment** and Prioritization of Assets, and Schedule for Asset Repair/Replacement
 - Evaluation of **Water and Energy Conservation Efforts**
 - **Asset Management Plan** Including a **Capital Improvement Plan (CIP)** to maintain, rehabilitate, and replace assets that have reached the end of their service life. Note: to see a sample Capital Improvement Plan which results from the FSP please visit our Maine DEP CWSRF website at <https://www.maine.gov/dep/water/grants/srfparag.html>
 - **Signed FSP Certification:** sample form included at the end of Attachment 4
 - Signed **Water and Energy Conservation Certification:** sample form included at the end of Attachment 4. Note: for further guidance on Evaluation and Implementation of Water and Energy Conservation Efforts please visit our Maine DEP CWSRF website at <https://www.maine.gov/dep/water/grants/srfparag.html>

ATTACHMENT 4

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- FSP's shall utilize computerized **asset management software** to develop a sewer system asset inventory.
- The **asset inventory** shall include all sewer system infrastructure including:
 - Sewer collection system piping
 - Pump Stations
 - Wastewater Treatment Facility (WWTF) including outfall line
 - SCADA system
- **FSP Approval:** the DEP reviews and approves each original FSP to make sure it contains the necessary elements.
- **FSP Updates:** Loan recipients shall update the asset inventory at least annually.
- **Scope of FSP:** the planning area or scope of the FSP shall at a minimum cover the project being funded and similar assets within the system, e.g. a pump station project would cover all pump stations within the sewer system.
- **Self-Certification:** when a loan recipient has an FSP or asset management system already in place that meets CWSRF requirements, they can self-certify and satisfy CWSRF requirements.
- **Schedule for Completion:** Standalone FSP's must be completed within 18 months of signing the FSP agreement. FSP's done in conjunction with a construction project must be completed prior to final disbursement of loan funds or loan closing date.
- **Eligible Expenses** include:
 - Asset management software
 - Staff training on software
 - Consultant services
 - Field investigation including sewer flushing, cleaning, and CCTV services to assist in the condition assessment. This category is subject to funding availability.
- **Reimbursement Schedule** –eligible project expenses are reimbursed to the utility upon submittal of a monthly pay requisition. A draft FSP must be submitted at the 80% completion for review at which time the applicant may request reimbursement for up to 70% of the principal forgiveness. Final review and approval will be given at 100 % completion; and at that time, the remaining amount of the principal forgiveness can be reimbursed.

ATTACHMENT 4
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- **Further Guidance:** for more detailed guidance on development and implementation of a Fiscal Sustainability Plan please visit our Maine DEP CWSRF website at <https://www.maine.gov/dep/water/grants/srfparag.html>