

## WATER RESOURCES COST-SHARE APPLICATION CHECKLIST

(This checklist must be attached to all applications for Water Resources cost-share assistance.)

Project sponsors requesting cost-share assistance from the North Dakota Department of Water Resources (DWR) are required to submit completed applications, including all supplemental materials, at least 45 days in advance of meetings. Incomplete applications or those submitted after the 45 day deadline will not appear on the next Water Commission meeting agenda. Project sponsors, or their authorized representative, must verify that the following information is included as part of their application package for cost-share assistance.

Project Name:	Sponsoring Entity:
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Initial If Included, or "X" If Not	DWR Cost-Share Application Materials *Required For All Applications
	*Cost-Share Application Form (SFN 60439)
	*Project Specific Map (Including an Inset Map of Location within State.) <a href="#">See Examples</a>
	* <a href="#">Detailed Project Costs SFN 61801</a> (Submit Fillable Worksheet)
	Approved Drainage Permit (Rural Flood Control Only)
	Results Of Positive Assessment Vote (Rural Flood Control Only) <sup>1</sup>
	Sediment Analysis (Drain Reconstruction Only)
	Acquisition Plan (Flood Recovery Property Acquisition Program Only)
	Proof of HMGP Funding Ineligibility (Flood Recovery Property Acquisition Program Only)
	Plans & Specifications For Bidding Project Construction (Request for Construction Cost-Share Only)
	<a href="#">Economic Analysis Worksheet</a> (Flood Control or Water Conveyance Construction & Total Cost > \$200,000)
	<a href="#">Life Cycle Cost Analysis Worksheet</a> (Water Supply Only)
	<a href="#">Capital Improvement Plan SFN 61938</a> (Water Supply Only)

<sup>1</sup> A pre-application process is allowed for assessment projects. (See Project Funding Policy, Procedure, and General Requirements)

I hereby certify that the information contained in this application for cost-share assistance is true and accurate, and all required materials have been provided with this application. I have read and understand the requirements for a completed application, and further understand that the submission of an incomplete application package will not be considered by the Water Commission for cost-share assistance.

Project Sponsor (Printed Name)	Project Sponsor (Signature)	Date
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**PLEASE NOTE**

The cost-share application (SFN 60439); Life Cycle Cost Analysis Worksheet; Economic Analysis Worksheet; Project Funding Policy, Procedure, and General Requirements; and future meeting dates are available via the Water Resources website at [dwr.nd.gov](http://dwr.nd.gov). If you have questions, please call 701-328-4989 or email [dwrkostshare@nd.gov](mailto:dwrkostshare@nd.gov).



# COST-SHARE REQUEST

NORTH DAKOTA DEPARTMENT OF WATER RESOURCES

PLANNING DIVISION

SFN 60439 (8/2021)

This form is to be filled out by the project or program sponsor with Water Resources staff assistance as needed. Applications for cost-share are accepted at any time. However, applications received less than 45 days before a Water Commission meeting will be held for consideration at the next scheduled meeting.

Please answer the following questions as completely as possible. Supporting documents such as maps, detailed cost estimates, and engineering reports should be attached to this form. If additional space is required, please use extra sheets as necessary.

For information regarding cost-share program eligibility see the *Water Commission Cost-Share Policy, Procedure, and General Requirements* – available upon request or at [www.dwr.nd.gov](http://www.dwr.nd.gov).

Project, Program, Or Study Name		
Sponsor(s)		
County	City	Township/Range/Section
Request Type <input type="checkbox"/> New <input type="checkbox"/> Updated (previously submitted)		Description Type <input type="checkbox"/> Pre-Construction <input type="checkbox"/> Construction
If Study, What Type <input type="checkbox"/> Water Supply <input type="checkbox"/> Hydrologic <input type="checkbox"/> Floodplain Mgmt. <input type="checkbox"/> Feasibility <input type="checkbox"/> Other		
If Project/Program <input type="checkbox"/> Bank Stabilization <input type="checkbox"/> Irrigation <input type="checkbox"/> Recreation <input type="checkbox"/> Snagging & Clearing <input type="checkbox"/> Dam Safety/EAP <input type="checkbox"/> Multi-Purpose <input type="checkbox"/> Ring Dike Program <input type="checkbox"/> Water Retention <input type="checkbox"/> FEMA Levee Program <input type="checkbox"/> Municipal Water Supply <input type="checkbox"/> Rural Flood Control <input type="checkbox"/> Flood Protection Program <input type="checkbox"/> Property Acquisition Program <input type="checkbox"/> Rural Water Supply		
Jurisdictions/Stakeholders Involved In This Project		
Description Of Problem Or Need And How The Project Provides A Solution		
Level Of Study Completed		

Describe Potential Obstacles To Implementation
Land Acquisition
Permits
Funding
Local Opposition
Environmental Concerns
Other

Funding Timeline (Carefully consider when DWR cost-share will be needed.)				
Source	Total Cost	2021-2023 7/1/21-6/30/23	2023-2025 7/1/23-6/30/25	Beyond 7/1/25
Federal	\$	\$	\$	\$
Water Resources	\$	\$	\$	\$
Other State	\$	\$	\$	\$
Local	\$	\$	\$	\$
Total	\$	\$	\$	\$

Funding Detail (Provide names and amounts from all potential funding sources from the table above.)				
Source	Amount	Grant Or Loan	Term	Interest
	\$			%
	\$			%
	\$			%
	\$			%

Explain Timelines For All Phases And Their Current Status

Study (Month/Year)	Design (Month/Year)	Bid (Month/Year)
Construction Start (Month/Year)	Construction Completion (Month/Year)	

Has Economic Analysis Been Completed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Not Applicable
Has Life Cycle Cost Analysis Been Completed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Not Applicable
Has Feasibility Study Been Completed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Not Applicable
Has Engineering Design Been Completed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Not Applicable
Have Land Or Easements Been Acquired?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Not Applicable
Have Assessment Districts Been Formed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Not Applicable
				If Yes, (Date)?
Are Connections For New Rural Customers Located Within The Extra-Territorial Jurisdiction Of A Municipality? <input type="checkbox"/> Yes <input type="checkbox"/> No				

Have You Applied For Any Federal Permits? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable			
Have You Been Approved For Any Federal Permits? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable			
Type		Number	
If Yes, Please Explain			
Have You Applied For Any State Permits? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable			
Have You Been Approved For Any State Permits? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable			
Type		Number	
If Yes, Please Explain			
Have You Applied For Any Local Permits? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable			
Have You Been Approved For Any Local Permits? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable			
Type		Number	
If Yes, Please Explain			
Submitted By			Date
Address		City	State
			ZIP Code
Sponsor's Telephone Number		Sponsor's Email Address	
Engineer's Name		Engineer's Telephone Number	
Engineer's Company		Engineer's Email Address	
I Certify That, To The Best Of My Knowledge, The Provided Information Is True And Accurate.			
Signature			Date

<p><b>E-MAIL TO:</b> dwrkostshare@nd.gov</p>
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OR

Submit Via Email
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