

Vermont Department of Environmental Conservation

Agency of Natural Resources

EC7

Facilities Engineering Division

Construction Section

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SRF Project Signage Checklist

Project:	Owner:		
Engineer:	FED Representative:		
Contractor:	Total Construction Cost:		
Funding Source:	Loan #:	Contract #:	Date:

Signage is to be used on SRF projects to enhance public awareness of the positive impacts the EPA Clean Water and Drinking Water State Revolving Funds have on towns, cities, municipalities, and water systems. The implementation method should be practical and financially viable for the states and communities while, avoiding any overly burdensome investment of time and resources.

[Click here for information on how to get a copy of the EPA Logo for project signs.](#)

Select one (or more) of the following options to increase community awareness of the impact of your CWSRF and/or DWSRF project:

- | | | |
|----|---|---|
| 1. | Signage: | For use on a project where the sign can be located near a major roadway, or other location where it effectively publicizes the project to the community. |
| 2. | Posters in Public Building: | For use on smaller projects and projects located in more rural areas. |
| 3. | Newsletter, Periodical, Press Release: | For use on projects with no public space or where use of signage is unlikely to reach community members effectively. |
| 4. | Online Advertisement: | For use in communities with websites that are recognized by the public as sources of information and where project signage may not reach a wide audience. |
| 5. | Insert or Pamphlet in Water/Sewer Bill: | For use on projects that directly benefit individuals in a community. |

The selected option of project signage is to include the following information:

- | | | |
|----|--|--|
| 1. | Standard Signage | <p>The name of the facility, project and community</p> <p>The project cost</p> <p>The State Agency and SRF program administering the finances</p> <p>The EPA and State Agency logos (EPA logo only to be used on sign). See link posted above for the EPA Logo.</p> <p>EPA logo is to be accompanied by statement indicating recipient received funding from EPA for the project</p> |
| 2. | Posters in Public Building | <p>The name of the facility, project and community</p> <p>The State Agency and SRF program administering the finances</p> <p>A statement that project is wholly or partially financed through EPA funding</p> <p>A brief description of the project</p> <p>A brief description of the water quality benefits the project will achieve</p> <p>Posted in public location (Town or City Hall, Community Center, or Public Library, ect)</p> |
| 3. | Newsletter, Periodical, or Press Release | <p>The name of the facility, project and community</p> <p>The State Agency and SRF program administering the finances</p> <p>A statement that project is wholly or partially financed through EPA funding</p> <p>A brief description of the project</p> <p>A brief description of the water quality benefits the project will achieve</p> |
| 4. | Online Advertisement | <p>The name of the facility, project and community</p> <p>The State Agency and SRF program administering the finances</p> <p>A statement that project is wholly or partially financed through EPA funding</p> <p>A brief description of the project</p> <p>A brief description of the water quality benefits the project will achieve</p> <p>Posted in public location (Town or City Hall, Community Center, or Public Library, ect)</p> <p>If applicable, make use of community social media sources such as Facebook and Twitter</p> |
| 5. | Insert or Pamphlet in Water Bill | <p>The name of the facility, project and community</p> <p>The State Agency and SRF program administering the finances</p> <p>A statement that project is wholly or partially financed through EPA funding</p> <p>A brief description of the project</p> <p>A brief description of the water quality benefits the project will achieve</p> <p>An outline of the benefits offered via low interest rates and community financial savings achieved with SRF</p> <p>Sent to residents and users in the area</p> |