Drinking Water State Revolving Fund (DWSRF)

DWSRF Guidance Document Number 16
Emergency Priority Ranking Criteria

I. Justification for funding emergency projects is outlined in the Intended Use Plan under Bypass Mechanisms as follows:

Systems either on or off the Priority List that experience an emergency resulting in an imminent and substantial threat to the public health may bypass all other projects and may be assigned top priority. Emergency additions to the Priority List will result in the lower priority projects identified as Anticipated Loan Recipients being bypassed. The number of projects bypassed will depend upon the amount of funds needed to cover the emergency. The determination of an imminent and substantial health risk for cases involving chemical contamination or a potential disease outbreak is the responsibility of DEC in consultation with the Department of Health. The determination of an emergency situation resulting from an unanticipated water system failure which requires immediate attention to protect the public health is the sole responsibility of DEC. Projects that may be required to address such a health risk could involve installation of treatment facilities, construction of a new water source, or replacement of a failed system element.

II. The procedures for approving and funding an emergency project are as follows:

A. The water system submits a written request to the DWSRF Project Lead. The request should include a justification for emergency designation and a completed priority list application.
B. The DWSRF Project Lead reviews the request and completes the Emergency Project Review and Approval Form.
C. In the event of chemical contamination or potential disease outbreak, DWSRF Project Lead will consult with appropriate DWGWPD staff who will choose whether to consult with the Department of Health to determine whether the project qualifies as an emergency and will indicate approval or disapproval with signature on the form.
D. In the event of unanticipated water system failure resulting in loss of water, storage, treatment of any other infrastructure failure, DWSRF Project Lead will consult with the appropriate DWGWPD staff who will determine whether the project qualifies as an emergency and will indicate approval or disapproval with signature on the form.
E. The Director of the Facilities Engineering Division makes the final determination on approval or disapproval and signs the form.
F. The DWSRF Project Lead notifies the applicant via email of approval or disapproval.
G. The DWSRF Project Lead identifies funding for the project and completes the by-pass procedure for any projects that must be by-passed to fund the emergency project.
H. DWSRF Project Lead will prepare a Funds Availability Letter (email) outlining the necessary project steps to secure funding.

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