



## OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation, or sub-unit thereof.

Meeting of the: **FINANCE COMMITTEE**  
Date/Time: **Tuesday, September 23, 2025, at 5:30 PM**  
Location: **City Hall (407 Grant Street) - Council Chambers**  
Finance Members: Michael Martens (C), Vicki Tierney (VC), Becky McElhaney, Sarah Watson, Chad Henke

### FINANCE COMMITTEE AGENDA ITEMS

- 1 Discussion and possible action authorizing the execution of airport ground lease for Mike Yankaitis.
- 2 Discussion and possible action approving grant submission to USEPA for the Solar Array Project at 1801 Burek Ave.
- 3 Discussion and possible action approving budget modification for an amendment with GEI Consultants for Environmental Consulting Services for the former Wausau Business Incubator site at 1300 Cleveland Ave, WDNR BRRTS# 02-37-587081.
- 4 Discussion and possible action amending Pet/Animal Fees on the 2025 Fee Schedule.

Adjourn

Michael Martens, Chairperson

**NOTICE: It is possible that a quorum of members of other committees of the Common Council of the City of Wausau may be in attendance at the above-mentioned meeting. No action will be taken by any such groups.**

Any person wishing to offer public comment who does not appear in person to do so, may e-mail [kody.hart2@ci.wausau.wi.us](mailto:kody.hart2@ci.wausau.wi.us) with "Finance Committee Public Comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

**This Notice was posted at City Hall and transmitted to the Daily Herald newsroom 09/19/2025 at 4:00 PM.**

*In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or [ADAServices@ci.wausau.wi.us](mailto:ADAServices@ci.wausau.wi.us) to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.*

## AIRPORT GROUND LEASE

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 by and between the City of Wausau, a Wisconsin municipal corporation, hereinafter referred to as "CITY," and Mike Yankaitis,     (address)    , hereinafter referred to as "TENANT;"

WITNESSETH:

WHEREAS, CITY owns and operates an airport within the corporate limits of the City of Wausau known as the Wausau Downtown Airport, hereinafter referred to as "Airport;" and

WHEREAS, TENANT wishes to lease a parcel of land on Airport described in "Exhibit A," hereinafter referred to as "parcel," and TENANT wishes to construct an airplane hangar for the storage of aircraft and their appurtenances and for TENANT's use on that parcel.

NOW, THEREFORE, for and in consideration of the rents, covenants, and agreements herein contained, CITY and TENANT agree as follows:

1. Premises. CITY hereby leases to TENANT the parcel described in "Exhibit A," attached hereto.

TENANT shall construct within one (1) year of the date first above written, improvements in accordance with the plans and specs on said parcel described in "Exhibit A," attached hereto. All improvements, now and any in the future, must meet all applicable state and local building codes, and shall be approved by CITY. TENANT shall use the improvements and premises for aeronautical purposes in accordance with the provisions of paragraph 34.

Within sixty (60) days after the completion of the building, TENANT shall complete preparation of appropriate excavation and installation of base course (8" thick) in preparation for asphalt pavement extending from the building to the taxiway and 10' wider than each edge of the hangar. TENANT shall pay for 100 percent of the preparation and base course, and CITY shall pay for the asphalt and the cost of laying the asphalt down. All site preparations for the road shall be done pursuant to CITY specifications and shall be approved by CITY prior to CITY paving the area.

2. Lease Fees. TENANT shall pay to CITY for the lease of the parcel twelve cents (12¢) per square foot (60' x 60') per year, which payment shall be paid to the City Treasurer on an annual basis no later than the 5th day of January in the year for which the payment is due. (Taxes shall reflect the improvements as of the legal date of assessment value [currently January 1]). This lease amount shall be adjusted annually to reflect the change in the Consumer Price Index from September 30 the previous year.

3. Term of Agreement. The initial term of this Agreement shall be for a period of twenty (20) years commencing on the date above first written. This lease shall be automatically renewed, without notice from either party, on identical terms for a like successive term, unless either party shall, at least forty-five (45) days before the expiration of the lease, notify the other in writing of the termination of the lease.

4. Utilities and Taxes. TENANT agrees to pay all utilities, taxes, and phone bills, including but not limited to bills for electricity, gas, sewer, and water. TENANT agrees to install or cause to be installed on the leased premises meters for all utilities to be used on the leased premises and to pay any and all costs and expenses incurred as a result of the installation and use of such utilities.

5. Improvements. Except as provided in paragraph 1, TENANT shall not make any structural alterations, additions or improvements to the building or leased premises without the consent of CITY, which consent will not unreasonably be withheld, in those cases where TENANT provides it with plans and specifications for the same evidencing alterations, additions, and improvements of substantially the same appearance, standards, and quality as the construction specified in paragraph 1 and there is sufficient, in the opinion of CITY, land for the improvements. TENANT shall have the right to make, without CITY's consent, such nonstructural alterations, additions, and improvements to the building and leased premises that TENANT desires in order to conduct its operations on the leased premises.

6. Compliance with Laws. TENANT shall at all times comply with the airport rules and regulations, federal, state, and municipal laws, ordinances, codes, and other regulatory measures, now in existence or as may be hereafter modified and amended, applicable to the specific type of operation contemplated by it. TENANT shall procure and maintain during the term of this agreement all licenses, permits, and other similar authorizations required for the conduct of its aircraft operations.

7. Liens. TENANT agrees to promptly pay all sums legally due and payable on account of any labor performed on or materials furnished for the leased premises. TENANT shall not permit any liens to be placed against the leased premises on account of labor performed or material furnished; and in the event such a lien is placed against the leased premises, TENANT agrees to save CITY harmless from any and all such asserted claims and liens and to remove or cause to be removed any and all such asserted claims or liens as soon as reasonably possible.

8. Development. CITY reserves the right to further develop or improve the landing and public areas, including ramp space of the airport, as it sees fit regardless of the desires or views of TENANT and without interference or hindrance; provided, however, that no such development or improvement shall for a period in excess of sixty (60) days limit or violate TENANT's rights under this lease agreement or otherwise violate any federal, state, or local law, ordinance, rule, or regulation.

9. Subordination. This lease agreement shall be subordinate to the provisions of any existing or future agreement between CITY and the United States Government relative to the operation or maintenance of the airport, the execution of which has been, or may be, required as a condition precedent to the expenditure of federal funds for the development of the airport. Should the effect of any such agreement with the United States Government be to take the leased premises or building or any portion of either or substantially destroy the commercial value of either, then, within thirty (30) days after the occurrence of such event, CITY shall terminate this lease agreement and purchase the building from TENANT, which purchase price shall be the fair market value of the building as of the day of the "taking."

10. Air and Noise. CITY hereby reserves for the use and benefit of the public, the right of aircraft to fly in the airspace overlying the leased premises, together with the right of said aircraft to cause such noise as may be inherent in the operation of aircraft landing at, taking off from, or operating on or in the vicinity of the airport, and the right to pursue all operations of the airport; provided, however, that no such rights or the exercise thereof shall limit or violate TENANT's rights under this lease agreement.

11. Restrictions on Obstructions. CITY reserves the right to take any action it considers necessary to protect the aerial approaches of the airport against obstruction, together with the right to prevent TENANT from erecting, or permitting to be erected, any building or other structure on the airport, which, in the opinion of CITY, would limit the usefulness of the airport, or constitute a hazard to aircraft.

12. Assignment. Subject to paragraph 25, TENANT shall not assign its rights and obligations under this lease agreement nor assign any part of the leased premises to a third party, but may sublet the leased premises to a third party without CITY approval, provided that the leased premises is used solely for aircraft storage.

13. Automobile Parking Lot. TENANT and TENANT's guests may use the parking lot area along with other members of the public and individuals utilizing the Airport.

14. Signs. TENANT agrees that no signs, lighting or advertising matter shall be erected without the written consent of CITY.

15. Insurance. TENANT shall maintain on the parcel and its improvements fire and extended coverage insurance in an amount at least equal to the assessed valuation of the improvements as well as liability coverage with a minimum combined single limit in an amount not less than \$1 million dollars of liability per occurrence for Bodily Injury and Property Damage. The liability coverage amount shall be raised by TENANT when and as necessary, during the term of the lease, to correspond to requirements of CITY.

16. Hold Harmless. TENANT agrees to indemnify and hold harmless CITY, its employees, agents, officers and officials, whether hired, appointed or elected, free and harmless from and against any and all judgments, damages, losses, costs, claims, expenses, suits, demands, deaths, actions and/or causes of action to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to TENANT's operations on the demised premises or on any premises owned by CITY and adjacent thereto and/or as a result of and/or due to the presence of TENANT on the demised premises or on premises owned by CITY and adjacent thereto, and/or due to the existence of this Agreement; specifically included within this indemnification and hold harmless section are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.

17. Release. TENANT agrees to release CITY, its employees, agents, officers and officials, whether hired, appointed or elected, from and against any and all judgments, damages,

losses, costs, claims, expenses, suits, demands, deaths, actions and/or causes of action of any kind or of any nature which may be sustained or to which they may be exposed by reason of injury or injuries to anyone or of the death or deaths of anyone, or by reason of any personal injury and/or real property damage, or by reason of any other liability imposed by law or by anything or by anyone else upon the above-referenced entities and/or individuals as the result of and/or due to TENANT's operations on the demised premises or on any premises owned by CITY and adjacent thereto and/or as a result of and/or due to the presence of TENANT on the demised premises or on premises owned by CITY and adjacent thereto, and/or due to the existence of this Agreement; specifically included within this release section are attorneys' fees and other costs of defense which may be sustained by and/or occasioned to the above-referenced entities and/or individuals.

18. Rights in Common with Others. TENANT shall have the right, in common with others authorized so to do, to use all common areas of Airport, including runways, taxiways, aprons, roadways, parking lots, and any other common areas.

19. Obligations of CITY.

A. CITY shall plow snow promptly and as necessary for the operation of an airport, on the runways, hangar areas, tie-down areas, and any areas in the parking lot necessary for use by TENANT. CITY shall plow to within six (6) feet of TENANT's hangar door.

B. CITY shall maintain the surface of the runways, hangar areas, tie-down areas, and necessary areas of the parking lot in a condition which is reasonable, taking into consideration the required use.

20. City's Right of Entry. CITY shall have the right to, upon 24 hours' notice, inspect the premises during normal business hours in the company of TENANT or an agent or employee of TENANT for the purpose of examining the same and to ascertain if they are in good and safe repair and in compliance with the requirements contained herein, including compliance with all federal, state and local codes. In the event of an emergency, CITY shall have the right to enter the premises without advance notice to TENANT.

21. Acceptance of Premises. TENANT, by the execution of this Agreement, represents that it has inspected Airport and the leased parcel, and that it accepts the condition of the same as they now exist, and fully assumes all risks incident to the use thereof.

22. Outside Storage and Removal of Trash. TENANT will not store in a location susceptible to view by the public, any equipment, materials, supplies, or damaged or partially dismantled aircraft or other vehicles on the leased or adjacent premises. Any screens or other devices used to keep equipment, materials or supplies from view shall be subject to prior consent by CITY.

TENANT further agrees to remove or cause to be removed, at TENANT's expense, any trash, garbage or debris generated by TENANT's use of the leased premises and agrees not to deposit any trash, garbage or debris on any part of Airport or the leased premises except temporarily in connection with collection or removal of the same.

23. Repair of Premises. TENANT shall, at its expense, keep, maintain, and repair the leased premises, the building and all improvements in good condition subject to normal wear and tear. Included in TENANT's obligations is cutting grass, weeds and other vegetation. In the event TENANT fails to comply with this subparagraph, CITY shall give notice to TENANT specifying the nature of TENANT's failure. In the event that TENANT fails within thirty (30) days of CITY's notice to cure such failure, CITY shall have the option either to cure such failure and to assess the costs thereof against TENANT, or to terminate this Agreement upon five (5) days' notice to TENANT. TENANT hereby agrees to pay any and all such assessments, including all costs, disbursements and reasonable attorneys' fees incurred by CITY in curing such failure within thirty (30) days after CITY's demand therefor.

24. Security. The parties hereby agree that TENANT assumes all responsibility and obligation for providing security on the leased premises.

TENANT shall not permit any security code provided by CITY to TENANT to be provided to any other person unless such person has been identified to and approved in advance by LANDLORD, or is an authorized employee of TENANT. Any guest or passenger of TENANT shall be personally escorted by the TENANT, or an authorized employee of TENANT, into and out of security gates of the Airport security fence.

25. Title and Right of First Refusal to Leasehold Improvements. TENANT shall retain the title to all buildings and other improvements constructed by TENANT on the leased premises. During the term of the lease, ownership may be transferable by TENANT upon CITY's written approval, which shall not be unreasonably withheld.

26. Termination of Lease. Upon termination at the end of the 20-year term or of any successive terms, TENANT shall have the following options:

A. At TENANT's option, all buildings and improvements may be removed from the leased premises at no cost to the CITY. TENANT shall restore leased premises to orderly condition.

B. At TENANT's option, all buildings and improvements located on the leased premises may be sold. CITY shall have the first right to purchase such buildings and improvements. In the event TENANT receives a bona fide written offer to purchase said buildings and improvements from a third party, CITY shall have the first right to purchase said buildings and improvements at the same price and on the same terms and conditions as are contained in such an offer to purchase. In the event CITY elects not to exercise its option of first right of refusal to purchase the buildings and improvements, the party purchasing said buildings and improvements will agree to lease the premises from the CITY, upon terms acceptable to CITY.

27. Cancellation by CITY. CITY may cancel this Agreement by giving TENANT sixty (60) days' advance, written notice upon or after any one of the following events of default:

A. The failure of TENANT to pay rent in the amount and at the times and in the manner herein provided, and where such failure shall continue for thirty (30) days or more after written notice thereof shall have been given to TENANT.

B. The abandonment by TENANT of the leased premises, except in connection with its surrender to an approved assignee, sublessee, mortgagee, or other party succeeding to TENANT's interests or portion thereof hereunder.

C. The default by TENANT in the performance of any covenant or agreement required herein to be performed by TENANT, and TENANT's failure to commence and diligently continue to correct such default after written notice of the default given by CITY, as above provided.

Failure of CITY to declare this Agreement terminated upon the default of TENANT for any of the reasons set out above shall not operate to bar or destroy the right of CITY to cancel this Agreement by reason of any subsequent violation of the terms of this Agreement. Further, the acceptance of rental by CITY for any period after a default of any of the terms, covenants or conditions by TENANT shall not be deemed a waiver of any right on the part of CITY to cancel this agreement.

Upon cancellation by CITY, CITY shall have the right to enter upon premises and building and, at its option, commence an action to take title.

28. Force Majeure. If, by reason of force majeure, either party is unable, in whole or in part, to carry out the agreements of such party on its part herein contained, such party shall not be deemed in default during the continuance of such inability. The term "force majeure" as used herein shall mean, without limitation, the following: acts of God; strikes; lockout or threats of orders of any kind of the government of the United States or of Wisconsin, or any of their departments, agencies or officials, or any civil (except, in the case of CITY only, CITY) or military authority; insurrections; riots; epidemics; landslides; lightning; earthquake; fire; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government (except, in the case of CITY only, CITY) and people; civil disturbances; explosions; damage, loss, breakage or accident to the buildings, leased premises or Airport; partial or entire failure of utilities; or any other cause or event not reasonably within the control of such party, it being agreed that the settlement strikes, lockouts and other industrial disturbances shall be entirely within the discretion of such party and such party shall not be required to make settlement of strikes, lockouts and other industrial disturbances by acceding to the demands of the opposing party or parties in such matters when such course is, in the judgment of such party, unfavorable to such party.

29. Nothing in this lease shall serve to transfer title to the land in any manner, from CITY to TENANT.

30. TENANT shall pay to CITY real estate taxes on the buildings, fixtures and other improvements pursuant to s. 70.17(3), Wis. Stats.

31. Motor Vehicle Parking. TENANT may park motor vehicles inside the hangar or outside the hangar in an area that will not impede access to other hangars or block aircraft from safely using the taxi-lane to taxi. Long term parking of vehicles or trailers outside the hangar is not permitted.

32. Visitors. TENANT shall be responsible for and cause TENANT's passengers, guests or employees to act in a manner that will not disturb other users of the Airport and to pay all reasonable charges for maintenance and repair of damages to the leased premises or Airport caused by TENANT or TENANT's passengers, guests or employees.

33. Notices. All notices required herein shall be in writing and shall be deemed given when mailed by registered or certified mail, postage prepaid, properly addressed to the party to be notified as follows:

If to TENANT:           Mike Yankaitis  
\_\_\_\_\_  
\_\_\_\_\_

If to CITY:             City Clerk  
407 Grant Street  
Wausau, WI 54403

34. Hangar Use.

A. The hangar shall be used for aeronautical purposes which include:

- (i.) Storage of active aircraft;
- (ii.) Final assembly of aircraft under construction;
- (iii.) Non-commercial construction of amateur-built or kit-built aircraft;
- (iv.) Maintenance, repair, or refurbishment of aircraft, but not the indefinite storage of nonoperational aircraft.
- (v.) Storage of aircraft handling equipment such as towbars, glider tow equipment, workbenches, and tools and materials used in the servicing, maintenance, repair or outfitting of aircraft.

B. Provided the hangar is used primarily for aeronautical purposes, non-aeronautical items may be stored in hangars provided the items do not interfere with the aeronautical use of the hangar. No items may be store outside of the hangar. Non-aeronautical items will be deemed to interfere with the aeronautical use of the hangar where the item or items:

- (i.) Impede the movement of aircraft in and out of the hangar or impede access to aircraft or other aeronautical contents of the hangar;
- (ii.) Displace the aeronautical contents of the hangar. A vehicle parked at the hangar while the vehicle owner is using the aircraft will not be considered to displace the aircraft;
- (iii.) Impede access to aircraft or other aeronautical contents of the hangar;
- (iv.) Are used for the conduct of a non-aeronautical business;
- (v.) Are stored in violation of airport rules and regulations, building codes or local ordinances.

C. Hangars shall not be used as a residence.

35. Sale of Hangar. In the event the Tenant sells its hangar, the Tenant shall provide to the City of Wausau's Assessment Department a copy of the bill of sale that identifies the date the hangar sold, the buyer's name, buyer's mailing address, and other pertinent contact information, along with the purchase price of the hangar.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this \_\_\_\_ day of \_\_\_\_\_, 2025.

CITY:

CITY OF WAUSAU

BY \_\_\_\_\_  
Doug Diny, Mayor

BY \_\_\_\_\_  
Kaitlyn A. Bernarde, City Clerk

TENANT:

BY \_\_\_\_\_  
\_\_\_\_\_

[illegible]

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 2025, the above-named Doug Diny, Mayor, and Kaitlyn A. Bernarde, City Clerk of the City of Wausau, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin

My commission:\_\_\_\_\_

[illegible]

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025, the above-named \_\_\_\_\_  
\_\_\_\_\_,  
to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Public, Wisconsin

My commission: \_\_\_\_\_

This instrument was drafted by Anne L. Jacobson,  
City Attorney for the City of Wausau





**JOINT RESOLUTION OF AIRPORT COMMITTEE  
AND FINANCE COMMITTEE**

Authorizing the Execution of Airport Ground Lease – Mike Yankaitis.

Committee Action:     AIR Approved 4-0  
                              FIN Pending

Fiscal Impact:         Annual lease and tax revenues

**File Number:**        25-0925

**Date Introduced:**   September 23, 2025

**RESOLUTION**

**WHEREAS**, your Airport Committee, at their September 10, 2025 meeting, recommended approval of construction of a 60' x 60' hangar in the Wausau Downtown Airport hangar development area by Mike Yankaitis; and

**WHEREAS**, your Finance Committee, at their September 23, 2025, meeting, recommended approving a ground lease with Mike Yankaitis, a copy of which lease is attached and incorporated herein by reference, and in general, provides for a twenty (20) year lease with the opportunity for renewal, a lease payment of 12¢ per square foot adjusted annually, and a payment to the City of real estate taxes as a building on leased land.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to execute the original of the attached standard ground lease between the City of Wausau and Mike Yankaitis, allowing for construction of the aforementioned hangar.

Approved:

---

Doug Diny, Mayor

Dept. of Public Works & Utilities



Eric Lindman, P.E.  
Director of Public Works & Utilities

**TO:** Finance Committee & City Council

**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities

**DATE:** September 23, 2025

**SUBJECT:** USEPA Sustainability Grant Opportunity

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USEPA recently released a Notice of Funding Opportunity (NOFO) for eligible sustainability projects. The proposed solar array project for the drinking water treatment facility would be an eligible project for this possible funding. Staff is requesting direction from the Finance Committee on whether to submit for this grant or not. Even with the grant it is anticipated the city will still need to commit to funding for completion of the project. Applications are due October 6, 2025, so there is a short turn around for submission.

This grant is expected to fund 6 projects nationwide ranging from \$1.1 to \$2.3 million. The utility is currently under contract with a consulting engineer for the solar array project and we would be working with our consulting engineer to assist us in applying for this opportunity.

## Notice of Funding Opportunity

Applications Due: **Monday, October 6, 2025**



**Office of Water, Office of Ground Water and Drinking Water**

# Midsize and Large Drinking Water System Infrastructure Resilience and Sustainability Program

Funding Opportunity Number: **EPA-OW-OGWDW-25-01**



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# 1. Basic Information

U.S. Environmental Protection Agency

Office of Water, Office of Ground Water and Drinking Water

## Midsize and Large Drinking Water System Infrastructure Resilience and Sustainability Program

<https://www.epa.gov/dwcapacity/midsize-and-large-drinking-water-system-infrastructure-resilience-and-sustainability>

### A. Executive Summary:

The Safe Drinking Water Act (SDWA) section 1459F authorizes the Environmental Protection Agency (EPA) to establish the Midsize and Large Drinking Water System Infrastructure Resilience and Sustainability Program. This grant program assists medium and large size public water systems with protecting drinking water sources from natural hazards, extreme weather events, and cybersecurity threats.

Eligible applicants for this grant program include public water systems that serve a population of 10,000 people or more. Projects or programs that may be funded through this opportunity are those which aim to increase the resilience of a water system to natural hazards, extreme weather events, or reduce cybersecurity threats.

### C. Key Dates:

September 5, 2025

NOFO Questions Submission  
Deadline

October 6, 2025 11:59 pm ET

Application Submission Deadline

October 6, 2025 11:59 pm ET

Application Submission Deadline (Local Time)

March 2026

Anticipated Notification of Selection

May 2026

Anticipated Award Notification

### B. Key Information:

Opportunity Number:

EPA-OW-OGWDW-25-01

Federal Assistance Listing:

66.488

Announcement Type:

Initial

Funding Available:

\$9,500,000

Number of Awards:

6

### D. Funding Details:

It is anticipated that up to 6 award(s) will be made under this announcement. Awards are expected to be between \$1,187,500 and \$2,375,000, depending on Agency funding levels, the quality of applications received, agency priorities, and other applicable considerations. Awards funded under this opportunity are expected to have a one to four year project period.

### E. Agency Contact Information:

Further information, if needed, may be obtained from the EPA contact(s) indicated below.

Technical Contact: **Claudette Ojo**, [Resiliencygrant@epa.gov](mailto:Resiliencygrant@epa.gov)

**Note to Applicants:** In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1) and consistent with the provisions in the announcement, EPA will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about any of the language or provisions in the announcement. In accordance with the Policy, EPA cannot meet with individual applicants to discuss draft applications, provide informal comments on draft applications, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications. Please note that applicants should raise any questions they may have about the solicitation language to the contact identified above as soon as possible so that any questions about the solicitation language may be clarified prior to submitting a proposal. In addition, if necessary, EPA may clarify threshold eligibility issues with applicants prior to making a final eligibility determination.

Questions about this Notice of Funding Opportunity (NOFO) must be submitted in writing via e-mail and must be received by the Agency Contact identified above by 11:59 PM Eastern Time, September 5, 2025 and written responses will be posted on EPA's website at (<https://www.epa.gov/dwcapacity/midsize-and-large-drinking-water-system-infrastructure-resilience-and-sustainability>). Please note answers to frequently asked questions (FAQs) are available at (<https://www.epa.gov/dwcapacity/midsize-and-large-drinking-water-system-infrastructure-resilience-and-sustainability>). EPA strongly recommends interested applicants refer to the FAQs webpage prior to submitting a question.

## **F. Other Funding Considerations**

Up to \$9,500,000 may be awarded under this NOFO over approximately one to four years, contingent on the quality of applications received, funding availability, future appropriations, satisfactory performance of work, and other applicable considerations. Funding each year is not guaranteed. The applications should include an annualized budget and budget detail narrative for the project, and a detailed workplan covering each year of the project.

The EPA anticipates awarding approximately four assistance agreements under National Priority Area 1, ranging from approximately \$1,000,000 to no more than \$1,187,500. It is anticipated that the total amount of all awards under National Priority Area 1 will be approximately \$4,750,000 in federal funds, with project periods of one to four years, depending on the amount requested and the overall size and scope of the project(s).

The EPA anticipates awarding approximately two assistance agreements under National Priority Area 2 ranging from approximately \$2,000,000 to no more than \$2,375,000. It is anticipated that the total amount of all awards under National Priority Area 2 will be approximately \$4,750,000 in federal funds, with project periods of one to four years, depending on the amount requested and the overall size and scope of the project(s).

SDWA 1459F(f)2 authorizes 50 percent of the total amount of federal funding available under this announcement to be awarded to eligible midsize community water systems, and 50 percent of the total amount of federal funding available under this announcement to be awarded to eligible large size community water systems. It is anticipated that a total of six assistance agreements, each with a project period of up to four years, will be awarded under this announcement.

EPA reserves the right to partially fund applications by funding discrete portions or phases of proposed projects. If EPA decides to partially fund an application, it will do so in a manner that does not prejudice

any applicants or affect the basis upon which the application was evaluated and selected for award to maintain the integrity of the competition and selection process.

Selection or award of funding under this NOFO is not a guarantee of future funding. EPA reserves the right to make additional awards under this announcement if additional funding becomes available after the original selections are made. Any additional selections for awards will be made no later than 6 months after the original selection decisions.

## **2. Eligibility**

### **A. Eligible Applicants**

Only these types of organizations may apply:

- A public water system that serves a community with a population of 10,000 or more.

The Safe Drinking Water Act 42 USC Section 300f(4)(A) defines a public water system as, “a system for the provision to the public of water for human consumption through pipes or other constructed conveyances, if such system has at least fifteen service connections or regularly serves at least twenty-five individuals. Such term includes (i) any collection, treatment, storage, and distribution facilities under control of the operator of such system and used primarily in connection with such system, and (ii) any collection or pretreatment storage facilities not under such control which are used primarily in connection with such system.”

#### **(1) Other Eligibility Requirements**

Applications must meet the following threshold criteria to be considered eligible:

- An applicant must meet the eligibility requirements in [Section 2](#) of this announcement at the time of application submission.
- Applicants must demonstrate in their application how they will meet the minimum cost share requirement of 10% of the total project cost (federal plus non-federal match) for the project.
- Applications must address one, and only one, of the two National Priority Areas listed in [Section 3](#). Applications that address more than one National Priority Areas in a single application will not be reviewed.
- Applications for awards under National Priority Area 1 cannot request more than \$1,187,500 in federal funds; and applications for awards under National Priority Area 2 cannot request more than \$2,375,000 in federal funds. Applications that request more than the maximum amount of federal funds for the National Priority Area it addresses will not be reviewed.
- Applications must address at least one program or project for increasing drinking water system resilience to natural hazards, extreme weather events, or reducing cybersecurity vulnerabilities, as described in [Section 3](#). Funding must be used for the planning, design, construction, implementation, operation, or maintenance of a program or project that

increases resilience of drinking water systems to natural hazards and extreme weather events or reduces cybersecurity vulnerabilities.

- Applications must include a description of the natural hazard risk(s), extreme weather event(s), or potential cybersecurity vulnerabilities to be addressed by the proposed program or project.
- Applications must include documentation prepared by a Federal, State, regional, or local government agency of the natural hazard risk, risk for extreme weather events, or potential cybersecurity vulnerability to the area where the proposed program or project is to be located.
- Applications must include a description and the date(s) of any recent natural hazards, extreme weather events, or cybersecurity events that have affected the water system. Applicants that have not experienced a recent natural hazard, extreme weather event, or cybersecurity event must indicate that in the application and may describe, if applicable, their assessment of potential future risks of natural hazards, extreme weather events, or cybersecurity events, that may affect the water system.
- Applications must include a description of how the proposed program or project would improve the performance of the public water system under the anticipated natural hazards, extreme weather events, and cybersecurity vulnerabilities.
- Applications must include an explanation of how the proposed program or project is expected to enhance the resilience of the public water system to the anticipated natural hazards or extreme weather events, or to reduce cybersecurity vulnerabilities.
- Applications must demonstrate that proposed projects will occur in communities with a population of 10,000 individuals or more.
- Applications must **substantially comply** with the application submission instructions and requirements set forth in [Section 5](#) of this announcement or else they will be rejected. However, where a page limit is expressed in [Section 4](#) with respect to the application, or parts thereof, pages in excess of the page limitation will not be reviewed. Section 4 establishes a 15-page, single-spaced Project Narrative page limit. Applicants are advised that readability is of paramount importance and should take precedence in application format, including selecting a legible font type and size for use in the application.
- If an application is submitted that includes any ineligible tasks or activities, that portion of the application will be ineligible for funding and may, depending on the extent to which it affects the application, render the entire application ineligible for funding.

Please see [Section 6](#) for additional threshold criteria.

## **B. Cost Sharing**

Applicants must demonstrate in their proposal how it will meet the minimum cost share requirement of 10% of the total project cost (federal plus non-federal match) to be considered eligible. Selected

recipients must comply with [2 CFR 200.306](#) when meeting a cost share requirement. All grant funds are subject to federal audit. Any restrictions on the use of grant funds also apply to the use of cost-share/match. **Applicants that do not demonstrate how they will meet the minimum cost-share/match requirement in their application submission will not be considered for funding.**

### 3. Program Description

#### A. Purpose, Priorities, and Activities

**Purpose:** The purpose of this funding opportunity is to support infrastructure projects that increase the resilience of midsize and large drinking water systems to natural hazards, extreme weather events, and that reduce cybersecurity threats. This program aims to enhance the ability of a public water system to prepare for and withstand the effects of natural hazards, extreme weather events, and cyber security threats.

**Program Office Priorities:** The EPA's Office of Ground Water and Drinking Water's (OGWDW) mission is to protect public health and the environment by ensuring safe drinking water and protecting sources of drinking water, including groundwater. Awards made through this funding opportunity will increase the ability of Americans to access clean and safe drinking water, support states who share responsibility for ensuring safe drinking water through cooperative federalism, and will strengthen the cybersecurity of water systems through the incorporation of modern technologies which may include artificial intelligence. These activities will ensure that water facilities can be operated in a clean and efficient manner with American-made resources.

#### B. Program Goals and Objectives

The activities to be funded under this funding announcement support Pillar 1: Clean Air, Land, and Water for Every American, sub pillar 1 C. Water, Pillar 3: Permitting Reform, Cooperative Federalism, and Cross-Agency Partnership, and Pillar 4: Make the United States the Artificial Intelligence Capital of the World of Administrator Zeldin's Five Pillars. All applications must be for projects that support the pillars identified above.

This Notice of Funding Opportunity is being offered under Federal Assistance Listing 66.488.

The EPA is soliciting applications from eligible public water systems for projects in midsize and large communities that serve a population of 10,000 or more individuals to increase drinking water system resilience to natural hazards, extreme weather events, and reduce cybersecurity vulnerabilities.

For the purposes of this grant program, the term "resilience," as defined in Safe Drinking Water Act (SDWA) section 1433(h), means the ability of a community water system or an asset of a community water system, for example the equipment, buildings, land, people, and other components needed to deliver safe and clean water, to adapt to or withstand the effects of a natural hazard without interruption to the corresponding function, or if the function is interrupted, to rapidly return to a normal operating condition. The term "natural hazard" means a natural event, such as an earthquake, tornado, flood, hurricane, wildfire, drought, freezing or hydrologic change that threatens the functioning of a community water system, as defined in Section 1433(h) of the SDWA. A midsize community is identified in Section 1459F(f)(2) of the SDWA as one that has a population of equal to or greater than 10,000 individuals and fewer than 100,000 individuals, and a large community is identified as one that has a population equal to or greater than 100,000 individuals.

When considering natural disasters, extreme weather events, and cybersecurity threats, a public water system may consider and ensure that resilience-building activities address future conditions, such as: increasing or decreasing temperatures, changes in precipitation, and, where applicable, sea-level rise. Projects must also occur in communities with a population of 10,000 people or more.

There are two National Priority Areas in which applicants may apply for funding under this opportunity. The goal of the first National Priority Area is to increase drinking water system resilience in midsize communities by implementing resilience projects informed by drinking water system plans. The goal of the second National Priority Area is to improve drinking water system resilience in large communities by implementing resilience projects that may include infrastructure improvements and/or optimization of mitigation measures at a drinking water system.

### **National Priority Areas**

Each application submitted under this announcement must address one, and only one, of the National Priority Areas described below. The cover page of each application package must clearly indicate the National Priority Area addressed in the application. If an applicant submits an application addressing more than one National Priority Area, it will be rejected.

Regardless of which National Priority Area is being applied to, applications submitted under this announcement must address at least one of the activities described below. The cover page of the application package must clearly indicate the activities being proposed for funding in the application.

As prescribed by SDWA 1459F, funding must be used for the planning, design, construction, implementation, operation, or maintenance of a program or project that increases resilience of public water systems to natural hazards and extreme weather events or reduces cybersecurity vulnerabilities. Examples of possible projects include, but are not limited to the following:

- Conservation of water or the enhancement of water use efficiency (e.g., conducting water audits, installing water metering, and water reuse).
- Modification or relocation of existing drinking water system infrastructure made, or that is at risk of being significantly impaired by natural hazards or extreme weather events, including risks to drinking water from flooding; (e.g., building flood protection infrastructure, elevation of electrical panels at a lift station to prevent flooding damage, physical hardening, elevation of treatment plants, and reinforcement of water towers to prevent tornado damage).
- Design or construction of new or modified desalination facilities to serve existing communities.
- Enhancement of water supply through watershed management and source water protection (e.g., developing and implementing watershed plans, conducting source water assessments, and public education).
- Enhancement of energy efficiency in the conveyance or treatment of drinking water (e.g., energy use monitoring, energy audits, and technology upgrades).
- Development and implementation of measures to increase the resilience of the drinking water system to natural hazards and extreme weather events; or to reduce cybersecurity vulnerabilities (e.g., conducting cyber risk assessment and implementing priority cybersecurity practices, infrastructure and technological improvements, larger capacity water storage tanks, relocation or deepening of wells, updating extreme weather or natural disaster risk and

resilience assessments, and improving emergency response plans based on the findings of a risk and resilience assessment).

- Formation of regional water partnerships to collaboratively address documented water shortages (e.g., informal or formal agreement between two or more public water systems to address shared drinking water system issues of drought, flooding, contamination, etc.).

To obtain necessary support for the anticipated resiliency projects in a community, public education and outreach about the effects of natural hazards, extreme weather events and cybersecurity vulnerabilities on the access to and availability of safe drinking water is critical. It is also important for the grantee to inform the community members about drinking water resiliency projects prior to the start of the project and provide updates as the project proceeds. All applications should describe the proposed approach to provide public education and conduct outreach.

### **National Priority Area 1: Midsize Community Infrastructure Investments for Drinking Water System Resilience**

Under this National Priority Area, the EPA is soliciting applications from public water systems that serve communities with a population between 10,000 and 100,000 individuals for projects that enable midsize drinking water systems to implement measures to improve resiliency.

### **National Priority Area 2: Large Community Infrastructure Investments for Drinking Water System Resilience**

Under this National Priority Area, the EPA is soliciting applications from public water systems that serve communities with a population of 100,000 individuals or more for projects that enable large drinking water systems to implement measures to improve resiliency.

### **Examples of Eligible Activities for both National Priority Areas**

Examples of eligible activities under various types of natural hazards, extreme weather events, and cybersecurity vulnerabilities include, but are not limited to, the following:

#### **Multiple Threats**

- Training and exercising an emergency response plan;
- Measures to address power outages (e.g., defining power needs for key assets, purchasing a backup power generator, and securing generators to mitigate hazard activity);
- Measures to reinforce incoming power supply and plan or establish alternate or on-site power supply;
- Diversify options for water supply and expand current sources such as through design or construction of a water reuse or desalination facility; and
- Source water protection planning (e.g., public education and watershed conservation initiatives, application of best management practices, or land use restrictions measures).

#### **Cybersecurity Vulnerabilities**

- Implementing or updating drinking water system operation technology (e.g., bolstering of Supervisory Control and Data Acquisition (SCADA), Human Machine Interface (HMI), programmable logic controllers (PLCs) or Remote Terminal Unit (RTU) systems);
- Implementing or updating physical security to protect facility and IT assets (e.g., installation of locks, doors, video cameras, etc.);
- Implementing or updating cybersecurity measures to protect drinking water system cyber assets and network(s) (e.g. installation of cyber locks, multifactor authentication, firewalls, virtual private networks and segmentation);
- Implementing, developing, and/or redeveloping drinking water system cyber security best practices (e.g., establishment of offsite back-ups of critical data, development of an incident response plan, and incident action checklist); and
- Staff cybersecurity awareness training.

#### Flooding

- Physical hardening (e.g., waterproofing electrical components, dry floodproofing/sealing of structures to prevent floodwater penetration, installing wind resistant features);
- Installation of flap valves on low-lying overflow pipes to protect finished water;
- Securing or elevating chemical/air tanks to prevent floating and content release;
- Elevating, relocating or floodproofing instrumentation, electrical controls, pumps; and
- Moving assets to higher ground and developing alternative ways to access facilities, or building flood barriers such as berms, levees, dikes, and seawalls to protect critical infrastructure.

#### Earthquake

- Performing an engineering risk analysis and cost estimates pursuant to established standards for evaluating existing structures;
- Retrofitting occupied utility buildings to prevent collapse;
- Seismically retrofitting water tanks (e.g., anchoring to foundations);
- Installing automatic shutoff valves on tanks; and
- Designing upper casing on wells to resist loads or locating outside of a seismic zone.

#### Drought

- Implementing a leak detection and repair program to reduce lost water;
- Interconnecting with other water systems and water reuse;
- Adding raw water storage and aquifer recharge;
- Developing a conservation program with public outreach; and
- Coordinating water usage with neighboring irrigation districts and communities.

#### Wildfire

- Instituting high fire danger procedures such as smoking bans and fire bans;
- Removing fuel sources (brush/trees) to create a buffer zone around utility infrastructure;
- Installing fire-resilient building materials;
- Installing backflow valves on service connections, fireproof concrete meter boxes, and brass meters to prevent contamination of distribution pipes; and
- Installing water lines at greater depths and upgrading to hardened materials.

#### Tornado

- Designing new facilities, control rooms and offices to withstand high winds;
- Reinforcing water tower legs and welds;
- Removing sources of potential flying debris and bolting down chemical tanks; and
- Securing and anchoring any trailers or temporary structures.

#### Extreme Weather Events

- Preparation of risk assessments and extreme weather event projection mapping;
- Implementation of inclement weather or water system disruption communications alert system; and
- Development of hazard mitigation plans for extreme weather events.

EPA's [Hazard Mitigation Guide for Natural Disasters for Water and Wastewater Utilities](#) is a useful resource for identifying a range of practical examples of mitigation projects to address the impacts of earthquakes, tornados, floods, drought, wildfires and power outages. EPA's [Cybersecurity for the Water Sector](#) guidance website can assist communities with identifying and implementing cyber security enhancement strategies at various scales of their water systems.

## Results

Applicants are required to describe how the requested funding will help EPA achieve outputs and outcomes in their responses to the criteria in Section 6. Outputs and outcomes specific to each project will be identified as deliverables in the negotiated workplan if the application is selected for award. Recipients will be expected to report progress toward the attainment of expected project outputs and outcomes during the project performance period. Outputs and outcomes are defined as follows:

### Outputs

The EPA requires that grant applicants adequately describe environmental outputs and outcomes to be achieved under assistance agreements (see EPA Order 5700.7A1, Environmental Results under Assistance Agreements, <https://www.epa.gov/grants/epa-order-57007a1-epas-policy-environmental-results-under-epa-assistance-agreements>). Environmental outputs (or deliverables) refer to an environmental activity, effort, and/or associated work product related to an environmental goal or objective, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period. Examples of anticipated environmental outputs from the grants expected to be awarded under this announcement may include, but are not limited to, the following:

- An increased number of public water systems in communities with a population of 10,000 individuals or more that are resilient and ready for extreme weather events, natural disasters, and cybersecurity attacks. This includes, but is not limited to, more systems with updated emergency response plans that outline their water systems' preparedness and responses to natural hazards, adverse weather events and cybersecurity attacks.
- An increased number of customers in communities with a population of 10,000 individuals or more with information about drinking water conservation measures, achieved through outreach and public education.

- An increased number of public water systems in communities with a population of 10,000 individuals or more with bolstered systems and assets, such as improved Operational Technology (OT) and Information Technology (IT) networks, that are resilient to cybersecurity threats and attacks.

## Outcomes

Environmental outcomes are the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related, or programmatic in nature. Outcomes should be quantitative and may not necessarily be achieved within an assistance agreement funding period. Outcomes may be short-term (changes in behavior, practice, or decisions), intermediate (changes in behavior, practice, or decisions), or long-term (changes in condition of the natural resource). Examples of anticipated outcomes from grants expected to be awarded under this announcement, may include, but are not limited to, the following:

- Decrease in average water usage rates indicating enhanced sustainability and effective use of water resources due to implementation of water reuse measures.
- Percentage decrease in operation and maintenance costs of a public water system in a midsized or large community due to more energy-efficient water production.
- Number of customers with increased access to drinking water services; acreage of expanded flood control and water supply infrastructure; and quantity of improved water strategies that impact affected community(ies), especially during water-and extreme weather-related events.

## C. Statutory Authority

The statutory authority for the awards expected to be made under this announcement is Section 1459F of the SDWA and Assistance Listing 6.488, which authorizes the EPA to provide grants to assist communities with a population of 10,000 individuals or more to increase their drinking water system resilience to natural hazards and extreme weather events, and reduce cybersecurity vulnerabilities. (42 USC 300j-19g)

## D. Funding Type

It is anticipated that grants will be funded under this funding opportunity.

# 4. Application Contents and Format

## A. Application Forms

The following forms and documents are required under this announcement:

### *Mandatory Documents:*

1. Application for Federal Assistance (SF-424)
2. Budget Information for Non-Construction Programs (SF-424A)
3. EPA Key Contacts Form 5700-54

4. EPA Form 4700-4 Preaward Compliance Review Report
5. Project Narrative Attachment Form: use this to submit your Project Narrative
6. Documentation prepared by a Federal, State, regional, or local government agency of the natural hazard risk, potential cybersecurity vulnerability, or risk for extreme weather events to the area where the proposed program or project is to be located (Project Narrative Attachment Form) - not included in the 15-page Project Narrative page limitation

***Optional Documents:***

7. Other Attachments Form – Biographical Sketches
8. Other Attachments Form – Negotiated Indirect Cost Rate Agreement, if applicable
9. Other Attachments Form – Supporting documentation demonstrating readiness to proceed, such as permits, easements, rights-of-way, and relocations necessary to carry out the project or activity.

**Project Narrative**

The Project Narrative must include sections a-c below. The Project Narrative (covering sections a-c below) is limited to no more than fifteen (15) typewritten, single spaced 8.5x11-inch pages (a page is one side of a piece of paper) including the cover page and executive summary. Pages should be consecutively numbered for ease of reading. It is recommended that applicants use no smaller than a 11-point Times New Roman font with 1-inch margins. Readability is of paramount importance. Do not use a “double column” (aka newspaper) format. Do not include more than one application in any file. Additional pages beyond the 15-page limit will not be considered.

The following documents do not count towards the 15-page Project Narrative limitation. These include, as mentioned in Section 4.A., numbers 6-9 (6. Supporting documentation of the known natural hazard, potential cybersecurity vulnerability, or risk for extreme weather events, 7. Biographical Sketches, 8. Negotiated Indirect Rate Cost Agreement, and 9. Supporting documentation demonstrating readiness to proceed)

The application’s Project Narrative must be typewritten and must include the information listed below. If a particular item is not applicable, clearly state this in the Project Narrative.

**1. Cover Page** (included in the page limit)

- a) Funding Opportunity Number. The NOFO number is EPA-OW-OGWDW-25-01.
- b) Project Title
- c) Applicant Information: Include applicant (organization) name, address, contact person, phone number, and e-mail address. *Do not include private information.*
- d) National Priority Area from Section 3 addressed in the application (applicants must address only one National Priority Area per application package).
- e) Short 2-3 sentence description of the proposed program or project with identification of the natural hazard, extreme weather event or cybersecurity vulnerability to be addressed.
- f) Proposed Funding Request: The total dollar amount requested from EPA - make sure it is within the limits specified or your application will be rejected.

**2. Executive Summary:** Provide a brief summary of the proposed project (should not exceed one page). This should include a brief description of the proposed project and the anticipated environmental outputs and outcomes.

**3. Workplan:** The workplan must address the following elements:

**a) Project Description:**

Describe your approach for increasing drinking water system resilience to natural hazards, extreme weather events or reducing cybersecurity vulnerabilities in a community with a population of 10,000 individuals or more, through one or more of the eligible programs or projects described in this announcement (see Sections I.B and I.C). Provide details indicating how the community served meets the criteria of a population of 10,000 individuals or more. Describe the program or project to be planned, designed, constructed, implemented, operated, or maintained and the natural hazard risk, extreme weather event, or cybersecurity vulnerability to be addressed, and if there have been any recent natural hazard events, extreme weather events or cybersecurity vulnerabilities that have affected the system. Explain how the project supports improving the performance of the drinking water system and increasing the resilience of the drinking water system to anticipated natural hazards, extreme weather events, or cybersecurity vulnerabilities. Describe the approach to provide public education and conduct outreach. Describe how the proposed project benefits the midsize or large community.

**b) Expeditious Project Readiness to Proceed:**

Demonstrate that the project will be ready to proceed expeditiously upon award of funding. Describe past and current practices being implemented to increase the resilience to natural hazards, extreme weather events or to reduce cybersecurity vulnerabilities of public water systems. Describe the completed project planning and design phases if relevant. As appropriate, demonstrate that any land, easements, rights-of-way, and relocations necessary to carry out the project or activity have been obtained.

**Submission of supporting documentation demonstrating this readiness to proceed may be included as optional attachments and are not subject to the Project Narrative page limitation.**

**c) Environmental Results and Measuring Progress:**

- i. Stated Objective – List the objective of the project.
- ii. Results of Activities (Outputs) - Describe the anticipated products/results which are expected to be achieved from accomplishment of the project and describe an approach for tracking and reporting your progress toward achieving the expected project output(s) (examples of outputs can be found in Section 3 of this announcement).
- iii. Projected Environmental Improvement (Outcomes) - List the anticipated environmental improvements that will be accomplished as a result of the project. These improvements are changes or benefits to the environment or public health which are a result of the accomplishment of the work plan commitments and outputs. Describe an approach for tracking and reporting progress toward achieving the expected project outcome(s) (examples of outcomes can be found in Section 3 of this announcement).

**d) Milestone Schedule:**

Provide a projected milestone schedule for the proposed project period (one to four years). The milestone schedule should provide a breakout of the project activities into phases with associated tasks and a timeframe for completion of tasks and an approach for ensuring that awarded funds will be expended in a timely and efficient manner. The project start date will follow award acceptance by the successful applicant.

**e) Detailed Budget Narrative:**

Provide a detailed budget and estimated funding amounts for each project component/task. This section provides an opportunity for a narrative description of the budget or aspects of the budget found in the SF-424A such as “other” and “contractual.” Please see [EPA’s Budget Development Guidance](#) which includes a sample budget.

- i. Applicants must itemize costs related to personnel, fringe benefits, contractual costs, travel, equipment, supplies, other direct costs, indirect costs and total cost. All subgrant funding should be located in the “other” cost category. Total costs must include both federal and any non-federal funds; indicate what portion of the cost will be paid by EPA and what portion of the cost will be paid with non-federal funds, if any. Describe itemized costs in sufficient detail for EPA to determine the allowability of costs for each project component/task, as well as the cost-effectiveness and reasonableness of all costs.

**f) Programmatic Capability/Experience:**

- i. Organizational Experience - Provide a brief description of your organization and experience related to the proposed project, and your organization’s infrastructure as it relates to its ability to successfully implement the proposed project.
- ii. Staff Expertise/Qualifications - Provide a list of key staff and briefly describe their experience/expertise/qualifications, knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the project, including demonstrated knowledge of state and local regulations and policies relevant to the program or project. Include an estimate of the number of full-time equivalent (FTE) workers (based on 2080 hours per year/FTE). A biographical sketch must be submitted for each major project manager, support staff member or other major project participant. Biographical sketches are not counted in the page limit. Full resumes may be included as an appendix to the application narrative and are not counted in the page limit.

**g) Past Performance:**

Briefly describe federally funded and/or non-federally funded assistance agreements (assistance agreements include grants and cooperative agreements but not contracts) that your organization performed within the last three years (no more than five agreements, and preferably EPA agreements) and:

- i. Describe whether, and how, you were able to successfully complete and manage those agreements.
- ii. Describe your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports.
- iii. Describe how you documented and/or reported on whether you were making progress towards achieving the expected results (i.e., outputs and outcomes) under

those agreements. If you were not making progress, please indicate whether, and how, you documented why not.

**Note:** In evaluating an applicant's past performance, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and/or from current and prior federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance information, please indicate this in the application, and you will receive a neutral score for these factors under Section 6. Failure to provide any programmatic past performance or reporting information, or to include a statement that you do not have any relevant or available past performance or reporting information, may result in a zero score for these factors (see also Section 6).

**h) Documentation of the known natural hazard, potential cybersecurity vulnerability, or risk for extreme weather events (not included in the 15-page Project Narrative page limitation):**

Submit documentation prepared by a prepared by a Federal, State, regional, or local government agency of the natural hazard risk, potential cybersecurity vulnerability, or risk for extreme weather events to the area where the proposed program or project is to be located. Examples of documentation include, but are not limited to, evidence of a disaster declaration, local government hazard mitigation planning document, FEMA flood map, Federal Flood Risk Management Standard, or USGS earthquake hazard map. This documentation is to be submitted separately using a Project Narrative Attachment form. The documentation is not subject to the Project Narrative page limitations specified for the application.

**i) Quality Assurance/Quality Control (not included in the Project Narrative work plan page limit):**

Quality Assurance/Quality Control (QA/QC) (not included in the page limit) – If you plan to collect or use environmental data or information, explain how you will comply with the Quality Assurance/Quality Control requirements (see Section 4.E. Quality Assurance/Quality Control (QA/QC) of this announcement for additional information.)

**Note:** The applicant should also provide in the Project Narrative any additional information, to the extent not already addressed above, that addresses the review criteria in Section 6.

## **B. Applicants Using Contractors**

Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses, to the extent required by the [procurement provisions](#) of the regulations at 2 CFR Part 200.

Do not name a procurement contractor (including a consultant) as a “partner” or otherwise in your application unless the contractor has been selected in compliance with competitive procurement requirements. If an applicant selected for award has named a specific subrecipient, contractor, or

consultant in the application, it does not relieve the applicant of its obligations to comply with subaward and/or competitive procurement requirements.

The EPA will not consider the qualifications, experience, and expertise of named subrecipients and/or named contractor(s) during the application evaluation process unless the applicant provides documentation that it has complied with these requirements.

For additional guidance, applicants should review [EPA's Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#), [EPA's Subaward Policy](#), and [EPA's Subaward Policy Frequent Questions](#). The EPA expects recipients of funding to comply with competitive procurement contracting requirements in 2 CFR Parts 200 and 1500 as well as the EPA's rule on Participation by Disadvantaged Business Enterprises in EPA Programs in 40 CFR Part 33.

Applicants should:

- clearly indicate which portion(s) of the application are confidential, privileged, or sensitive information, or
- state 'n/a' or 'not applicable' if the application does not have confidential, privileged, or sensitive information;
- not include trade secrets or commercial or financial information that is confidential or privileged, or sensitive information that would invade another individual's personal privacy (e.g., an individual's salary, personal email addresses, etc.);
- be aware that if such information is included, it will be treated in accordance with 40 CFR § 2.203.

## **C. Release Copies of Applications**

EPA recommends that applicants do not include confidential business information (CBI) in applications. However, if CBI is included, it will be treated in accordance with 40 CFR Part 2, Subpart B. Applicants must clearly indicate which portion(s) of their application they are claiming as CBI. EPA will evaluate such claims in accordance with 40 CFR Part 2. If no claim of confidentiality is made, information may be made available to the public by EPA without further notice to the applicant. See 40 CFR 2.203(a), 41 Fed. Reg. 36,907.

## **D. Coalition Coverage**

A coalition is formed when two or more eligible applicants coordinate to submit a single application. Coalitions must identify which single eligible organization will be the recipient of the grant and which eligible organization(s) will receive subawards from the recipient (the "pass-through entity"). The pass-through entity that administers the grant and subawards will be accountable to the EPA for proper expenditure of the funds and reporting and will be the point of contact for the coalition. Subawards must be consistent with the definition of that term in [2 CFR 200.1](#) and comply with the [EPA's Subaward Policy](#).

## **E. Other Program Specific Application Information**

### **Quality Assurance/Quality Control (QA/QC)**

Quality Assurance/Quality Control (QA/QC) requirements may apply to these grants ([see 2 CFR 1500.12](#)). QA/QC requirements apply to the collection of environmental data. Environmental data are any measurements or information that describe environmental processes, location, or conditions; ecological

or health effects and consequences; or the performance of environmental technology. Environmental data include information collected directly from measurements, produced from models, and compiled from other sources such as databases or literature. Successful applicants should allow enough time and resources for this process. EPA can assist successful applicants in determining whether QA/QC is required for the proposed project. If QA/QC is required for the project, the successful applicant may work with EPA QA/QC staff to determine the appropriate QA/QC practices for the project. The Agency's [Enterprise Quality Management Division \(EQMD\)](#) webpage contains information, including documents to assist in the development and implementation of a suitable Quality System. For further information, see [Section J](#), Agency Contact for Agency Contact information for referral to an EPA QA/QC staff.

Successful applicants must ensure all water quality data generated in accordance with an EPA approved Quality Assurance Project Plan, either directly or by subaward, are transmitted into the Agency's Water Quality Exchange (WQX) data system (formerly known as STORET) annually or by project completion. More information about WQX and WQXweb, including tutorials, can be found at <https://www.epa.gov/waterdata/water-quality-data-wqx>.

#### **Data Sharing**

All recipients of these assistance agreements may be required to share any data generated through this funding agreement as a defined deliverable in the final workplan.

#### **Compliance with other applicable statutes, regulations, and policies**

If proposals include the use of funds for an infrastructure project located in the United States, all iron, steel, manufactured goods, and construction materials must be domestically made. This is a requirement under the Build America, Buy America Act. Applicants should direct questions about this requirement to the EPA Contact listed funding opportunity. For more information on Build America provisions and requirement, please visit [EPA's Build America, Buy America website](#).

## **5. Submission Requirements and Deadlines**

### **A. Submission Dates and Times**

|                             |                                              |
|-----------------------------|----------------------------------------------|
| September 5, 2025           | NOFO Questions Submission Deadline           |
| October 6, 2025 11:59 pm ET | Application Submission Deadline              |
| October 6, 2025 11:59 pm ET | Application Submission Deadline (Local Time) |

Grants.gov creates a date and time record when it receives the application. If you submit the same application more than once, we will accept the last on-time submission.

## **B. Unique Entity Identifier (UEI) and System for Award Management (SAM.gov)**

### **SAM.gov**

You must have an active account with SAM.gov. SAM.gov will provide a UEI for your organization, which is required to apply for grants using Grants.gov. To register, go to [SAM.gov Entity Registration](#) and click Get Started. From the same page, you can also click on the [Entity Registration Checklist](#) for the information you will need to register. Make sure you are current with SAM.gov and UEI requirements before applying for the award.

SAM.gov registration can take several weeks. [Begin that process today.](#)

### **Grants.gov**

You must also have an active account with [Grants.gov](#). You can see step-by-step instructions at the Grants.gov [Quick Start Guide for Applicants](#).

Please visit [How to Register to Apply for Grants](#) for additional information.

## **C. Submission Instructions**

You must submit your application through Grants.gov. See Section 5.B. above for information on getting registered.

Important tips:

- To begin the application process under this grant announcement, go to Grants.gov and click the red “Apply” button at the top of the view grant opportunity page associated with this opportunity.
- See the Quick Start Guide for Applicants for instructions on how to submit.
- Make sure your application passes the Grants.gov validation checks.
- Do not encrypt, zip, or password protect any files.
- Your application must be submitted by an official representative of your organization who is registered with Grants.gov and is authorized to sign applications for Federal financial assistance.
- If you receive an error or the button is grayed out, it may be because you do not have the appropriate role to submit in your organization. Contact your organization’s EBiz point of contact or contact Grants.gov for assistance at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).
- See Grants.gov Errors for information on other Grants.gov errors.
- The UEI listed on the application must be registered to the applicant organization's SAM.gov account. If not, the application may be deemed ineligible.

## **D. Technical Issues with Submission**

If applicants experience technical issues during the submission of an application that they are unable to resolve, follow these procedures **before** the application deadline date:

- Contact Grants.gov Support Center before the application deadline date.
- Document the Grants.gov ticket/case number.
- Send an email with the funding opportunity number: EPA-OW-OGWDW-25-01 in the subject line to [Resiliencygrant@epa.gov](mailto:Resiliencygrant@epa.gov) before the application deadline time and date and must include the following:

- o Grants.gov ticket/case number(s)
- o Description of the issue
- o The entire application package in PDF format.

Without this information, the EPA may not be able to consider applications submitted outside of Grants.gov. Any application submitted after the application deadline time and date deadline will be deemed ineligible and **not** be considered.

Please note that successful submission through Grants.gov or email does not necessarily mean your application is eligible for award.

## E. Intergovernmental Review

You will need to submit application information for [Intergovernmental Review](#) under Executive Order 12372. Under this order, states may design their own processes for obtaining, reviewing, and commenting on some applications. Some states have this process and others don't.

To find out your state's approach, see the [list of state single points of contact](#). If you find a contact on the list for your state, contact them as soon as you can to learn their process. If you do not find a contact for your state, contact the [Regional Grants Office](#) for further instruction.

This requirement never applies to American Indian and Alaska Native Tribes or tribal organizations.

# 6. Application Review Information

## A. Responsiveness Review

Applications must meet the threshold criteria requirements described in [Section 2](#) to be evaluated. Applicants not meeting these requirements will be deemed ineligible and will be notified within 15 calendar days of the determination.

- Applications must adhere to the page limit requirements. Any pages over the limit(s) in [Section 4](#) will not be reviewed.
- Initial applications must be submitted *on or before* the application deadline through Grants.gov or through limited circumstances as expressed in [Section 5](#). The EPA will not evaluate applications that are not submitted on time.
- *Technical difficulties applying:* Applicants having technical difficulties applying must contact the Grants.gov hotline at 1-800-518-4726 *and* then must email a PDF of the full application to the EPA contact listed in [Section 1](#). The submission must be received prior to the application deadline for consideration.

## B. Review Criteria

Only eligible entities whose applications meet the threshold criteria in Section 2 of this announcement will be evaluated. Applicants should explicitly address these criteria as part of their application package submittal in the project narrative. Each application will be rated using a point system. Applications will be evaluated based on a total of 100 possible points.

| Criteria Name and Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Points     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| <b>Total Possible Points</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <b>100</b> |
| <p><b><u>National Priority Area:</u></b> Under this criterion, applicants will be evaluated based on their ability and approach for increasing drinking water system resilience to natural hazards and extreme weather events, or reducing cybersecurity vulnerabilities through effectively addressing the National Priority Area in <a href="#">Section 3</a> of this announcement. In conducting this evaluation, the following factors will be considered:</p> <ul style="list-style-type: none"> <li>i. The extent and quality of the overall approach to addressing drinking water system resilience to natural hazards and extreme weather events or reducing cybersecurity vulnerabilities. <b>(13 points)</b></li> <li>ii. Description of the public water system serving 10,000 individuals or more to benefit from the proposed program or project. <b>(5 points)</b></li> <li>iii. Description of the natural hazard risk(s), extreme weather events or potential cybersecurity vulnerabilities to be addressed by the proposed program or project, including any recent natural hazards, cybersecurity events, or extreme weather events, if applicable, that have affected the water system. <b>(5 points)</b></li> <li>iv. Description of how the proposed program or project would improve the performance of the drinking water system under the anticipated natural hazard(s), cybersecurity vulnerabilities, or extreme weather event(s). <b>(4 points)</b></li> <li>v. The extent and quality to which the application demonstrates plans to provide public education and conduct outreach. <b>(4 points)</b></li> <li>vi. The degree to which the proposed program or project will benefit the midsize or large community. <b>(4 points)</b></li> </ul> | <b>35</b>  |
| <p><b><u>Expeditious Project Readiness to Proceed:</u></b> Under this criterion, applicants will be evaluated based on their approach to proceeding expeditiously to implement the project upon award taking into account the following factors:</p> <ul style="list-style-type: none"> <li>i. The extent and quality to which the application describes past and current practices being implemented to increase the resilience to natural hazards and extreme weather events, or to reduce cybersecurity vulnerabilities of public water systems. <b>(5 points)</b></li> <li>ii. The extent and quality to which the applicant demonstrates completion of planning and design, and securement of necessary approvals to proceed expeditiously. <b>(10 points)</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>15</b>  |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| <p><b><u>Environmental Results and Measuring Progress:</u></b> Applications will be evaluated based on each of these sub-criteria:</p> <ul style="list-style-type: none"> <li>i. The extent and quality to which the application demonstrates the potential to achieve environmental results, and anticipated outputs and outcomes. <b>(5 points)</b></li> <li>ii. The extent and quality to which the application demonstrates a sound plan for measuring and tracking progress toward achieving the anticipated outputs and outcomes (examples of outputs and outcomes can be found in Section 3 of this announcement). <b>(5 points)</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>10</b> |
| <p><b><u>Milestone Schedule/Detailed Budget:</u></b> Applications will be evaluated based on the extent and quality to which the application addresses each of the following sub-criteria.</p> <ul style="list-style-type: none"> <li>i. Applicants will be evaluated based on the adequacy and completeness of the milestone schedule, including timeframes and major milestones to complete significant project tasks, and applicants will be evaluated based on their approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner. <b>(8 points)</b></li> <li>ii. The reasonableness and transparency of the budget and estimated funding amounts for each project component/task. Applicants will be evaluated based on the adequacy of the information provided in a detailed budget breakdown and whether the proposed costs are reasonable and allowable. Total costs include both federal and cost-share/match (non-federal) components. The cost-effectiveness and reasonableness of all costs (both federal and non-federal components) will also be evaluated. <b>(7 points)</b></li> </ul> | <b>15</b> |
| <p><b><u>Programmatic Capability/Experience:</u></b> Under this criterion, applications will be evaluated based on the applicant's ability to successfully complete and manage the proposed project considering their:</p> <ul style="list-style-type: none"> <li>i. Organizational experience related to the proposed project, and their organizational infrastructure as it relates to the ability to successfully implement the proposed project. <b>(8 points)</b></li> <li>ii. Staff expertise/qualifications/knowledge and resources or the ability to obtain them, to successfully achieve the goals of the project. <b>(7 points)</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>15</b> |
| <p><b><u>Past Performance:</u></b> Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project considering their:</p> <ul style="list-style-type: none"> <li>i. Past performance in successfully completing and managing federally funded and/or non-federally funded assistance agreements</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>10</b> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <p>(assistance agreements include grants and cooperative agreements but not contracts) performed within the last three years (no more than five agreements, and preferably EPA agreements). <b>(4 points)</b></p> <p>ii. History of meeting the reporting requirements under the assistance agreements identified in response to Section 6 of the funding opportunity including whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately and timely reported on their progress towards achieving the expected outputs and outcomes under those agreements and if such progress was not being made whether the applicant adequately reported why not. <b>(2 points)</b></p> <p>iii. The extent and quality to which the applicant adequately documented and/or reported on their progress towards achieving the expected results (e.g., outputs and outcomes) under federally funded and/or non- federally funded assistance agreements (assistance agreements include grants and cooperative agreements but not contracts) performed within the last three years (no more than five agreements, and preferably EPA agreements), and if such progress was not being made, whether the applicant adequately documented and/or reported why not. <b>(4 points)</b></p> <p><b>Note:</b> In evaluating applicants under i., ii., and iii. above, the EPA will consider the information provided by the applicant and may also consider relevant information from other sources including Agency files and/or prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance information or reporting history must indicate that in the application and they will receive a neutral score (half of the points) for the factor (i.e., 2 points for item i., 1 point for item ii., and 2 points for item iii.</p> <p>Failure to provide any past performance information, or to include a statement that you do not have any relevant or available past performance information, may result in a zero score for the factor (i.e., 0 points for item i., 0 points for item ii., and 0 points for item iii.</p> |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Applicants will be evaluated based on the extent and quality to which they demonstrate that they have the capability to successfully perform the project as described in [Section 3](#) of this funding opportunity.

## C. Review and Selection Process

All applications received via [Grants.gov](#) by the submission deadline will first be screened by EPA staff against the threshold criteria in [Section 2](#) of the announcement. Applications that do not pass the threshold review will not be evaluated further or considered for funding.

A panel(s) comprised of EPA staff will review the eligible applications based on the evaluation criteria listed in [Section 6](#) Two separate ranking lists, one per National Priority Area, will be developed based on

the panel evaluations. The ranking list for each National Priority Area will be provided to the Selection Official(s) who make(s) the final funding decisions. As noted above, while the EPA intends to make awards in each National Priority Area it reserves the right not to do so and to redistribute the number of awards per area.

#### **Other Evaluation Factors**

In making the final funding decisions, for each National Priority Area, the Selection Official(s) will consider the application score/ranking and may also take into account geographic distribution.

### **D. Risk Review**

The EPA will consider any comments by the applicant, along with information available in the responsibility/qualification records in SAM.gov., when doing the risk review as required by [2 CFR 200.206](#).

## **7. Award Notices**

The EPA anticipates notification to successful applicants will be made by electronic or postal mail. The notification will be sent to the original signer of the application or the project contact listed in the application. This notification is not an authorization to begin work. The official notification of an award will be made by the Grants Management and Business Operations Division . Selection does not guarantee an award will be made. Statutory authorization, funding, or other issues during the award process may affect the ability of the EPA to make an award. The award notice, signed by an EPA grants officer, is the authorizing document and will be provided through electronic or postal mail. The successful applicant may need to prepare and submit additional documents and forms, which must be approved by the EPA, before the grant can officially be awarded. The time between notification of selection and award of a grant can take up to 90 days or longer.

## **8. Post-Award Requirements and Administration**

### **A. Administrative and National Policy Requirements**

The recipient and any sub-recipient must comply with the applicable [General Terms and Conditions](#). These terms and conditions are in addition to the assurances and certifications made as part of the award, terms and conditions, and restrictions reflected on the official assistance award document.

Awards issued as a result of this funding opportunity are subject to the requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards; Title [2 CFR Part 200](#) and [2 CFR Part 1500](#).

### **B. Reporting**

[EPA's General Terms and Conditions](#) in the Notice of Award will have information on performance and financial reports, including:

- How often you will report.
- Any required form or formatting.
- How to submit them.

## **C. FFATA and FSRS Reporting**

The [Federal Financial Accountability and Transparency Act](#) (FFATA) requires:

- Data entry at the FFATA Subaward Reporting System (FSRS) for all subawards and subcontracts you issue for \$30,000 or more.
- Reporting executive compensation for both recipient and subaward organizations.

## **9. Other Information**

### **A. Additional Provisions for Applicants**

Additional provisions that apply this funding opportunity and/or awards made under this funding opportunity, can be found at [EPA NOFO Clauses](#). If you are unable to access these provisions electronically at the website above, please contact the EPA point of contact to obtain the provisions.

**RESOLUTION OF THE FINANCE COMMITTEE**

Approving Budget Modification for the preparation of the RAOR Remedial Action Option Report for the 1300 Cleveland Avenue property, WDNR BRRTS#02-37-587081

Committee Action: Pending

Fiscal Impact: \$17,500

File Number:

Date Introduced: September 23, 2025

**FISCAL IMPACT SUMMARY**

|               |                                                                                                                                                                            |                                                                     |                                                   |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|---------------------------------------------------|
| <b>COSTS</b>  | <i>Budget Neutral</i>                                                                                                                                                      | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |                                                   |
|               | <i>Included in Budget:</i>                                                                                                                                                 | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Budget Source: Environmental Fund Reserves</i> |
|               | <i>One-time Costs:</i>                                                                                                                                                     | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> | <i>Amount: \$17,500</i>                           |
|               | <i>Recurring Costs:</i>                                                                                                                                                    | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Amount:</i>                                    |
| <b>SOURCE</b> | <i>Fee Financed:</i>                                                                                                                                                       | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Amount:</i>                                    |
|               | <i>Grant Financed:</i>                                                                                                                                                     | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Amount:</i>                                    |
|               | <i>Debt Financed:</i>                                                                                                                                                      | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Amount: Annual Retirement</i>                  |
|               | <i>TID Financed:</i>                                                                                                                                                       | Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> | <i>Amount:</i>                                    |
|               | <i>TID Source: Increment Revenue <input type="checkbox"/> Debt <input type="checkbox"/> Funds on Hand <input type="checkbox"/> Interfund Loan <input type="checkbox"/></i> |                                                                     |                                                   |

**WHEREAS**, the City of Wausau has worked cooperatively with the Wisconsin Department of Natural Resources (WDNR) to prepare a Site Investigation Workplan (SIWP) to identify contamination, characterize the ground water and complete a Site Investigation Report (SIR) for the WDNR documenting the site investigation results of the identified BRRTS site at 1300 Cleveland Avenue; and

**WHEREAS**, GEI Consultants (GEI) was hired, through competitive procurement, by the City in October 2020 to complete the site investigation work and other necessary work to move this site to closure with under the NR 700 process;

**WHEREAS**, GEI prepared and submitted the SIWP to the WDNR on April 14, 2021;

**WHEREAS**, GEI completed and submitted the SIR to the WDNR in February 2022;

**WHEREAS**, the WDNR in August 2022 requested groundwater sampling for PFAS;

**WHEREAS**, GEI completed PFAS sampling on December 20, 2022 and submitted the PFAS results to the WDNR on February 10, 2023;

**WHEREAS**, the WDNR on March 6, 2023 requested an additional round of groundwater sampling for PFAS;

**WHEREAS**, GEI completed the additional round of PFAS sampling as requested by the WDNR on April 24, 2023 and submitted the results to the WDNR on June 21, 2023;

**WHEREAS**, the WDNR on September 25, 2023 requested additional offsite PFAS testing;

**WHEREAS**, GEI prepared and presented the SIR and comprehensive investigation of the site to the City Council on December 19, 2023 and WDNR representative was also present to answer questions;

**WHEREAS**, GEI prepared and submitted a proposal on January 29, 2024 to complete additional off-site groundwater sampling for PFAS as requested by the WDNR;

**WHEREAS**, the WDNR concurred with the proposed locations of the additional groundwater sampling for PFAS;

**WHEREAS**, GEI completed the additional well installations and conducted two rounds of additional PFAS groundwater sampling in July through September 2024;

**WHEREAS**, GEI prepared and submitted an updated status report on the additional PFAS sampling to the WDNR on March 12, 2025;

**WHEREAS**, the WDNR on July 16, 2025 concurred with GEI and City findings that no further PFAS assessment is warranted and that the site investigation is complete and directed the City to begin preparation of a Remedial Action Options Report (RAOR);

**WHEREAS**, the City received an Amendment #5 proposal on August 21, 2025 from GEI to prepare remedial options with budget costs, present the remedial options to the City Council and prepare an RAOR for the WDNR for review and approval; and

**WHEREAS**, your Finance Committee, at their September 23, 2025 meeting, voted to approve the resolution adopting the budget modification for Amendment #5 from GEI for an estimated cost of \$17,500 as recommended below;

101 General Fund, 53102 Eng Section Cost Center, Spend Cat 52150 Arch Eng & Plan Service   \$17,500  
228 Env Cleanup Fund, 53681 Env Service Cost Center, Spend Cat 52192 Other Prof Services   -\$17,500; and

**NOW THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Wausau that the proper City officials are hereby authorized and directed to modify the 2025 Budget as outlined above.

Approved:

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Doug Diny, Mayor



**TO:** The Finance Committee  
**FROM:** Finance Director Maryanne Groat  
**DATE:** September 18, 2025

Marathon County will be increasing pet fees for the 2025-2026 licensing year. The city is responsible for remitting these fees from the licenses sold.

|                     | County<br>Current | County<br>New | Change | City<br>Change |
|---------------------|-------------------|---------------|--------|----------------|
| Not neutered/spayed | 10                | 20            | 10     | -              |
| Spayed/Neutered     | 5                 | 12            | 7      | 6              |
| Microchip Discount  |                   |               |        | -3             |

We propose increasing pet licensing fees to incorporate the County rate hike and provide an inflationary increase for license issuance costs.

| PET/ANIMAL FEES                                                   | 8.08         | 2026 Rate             | 2025 Rate             |
|-------------------------------------------------------------------|--------------|-----------------------|-----------------------|
| Spayed/Neutered Dog or Cat (\$12 remitted to Marathon County)     |              | \$30.00               | \$20.00               |
| Microchip Discount                                                |              | -\$5.00               | -\$8.00               |
| Not Spayed/Neutered Dog or Cat (\$20 remitted to Marathon County) |              | \$75.00               | \$62.00               |
| Dangerous Animal License                                          |              | \$200.00              | \$200.00              |
| Dangerous Animal License Issued after July 1                      |              | \$100.00              | \$100.00              |
| Annual Pet License Late Fee                                       |              | \$5.00                | \$5.00                |
| Pet Fancier Permit                                                |              | \$35.00               | \$35.00               |
| Commercial Kennel License                                         |              | \$100.00              | \$100.00              |
| Chicken Permit Fee                                                | 8.08.012     | 35                    | 35                    |
| Honey Bee Permit                                                  |              | \$20.00               | \$20.00               |
| Honey Bee Permit -Late Fee                                        |              | Double the permit fee | Double the permit fee |
| Sale of live poultry or farm raised game birds at a marketplace   | 8.080.010(d) | 25                    | 25                    |