



**Environmental
Protection Agency**

John R. Kasich, Governor
Mary Taylor, Lt. Governor
Scott J. Nally, Director

January 27, 2011

Dear Water System Professional:

In partnership with United States Environmental Protection Agency (U.S. EPA), Ohio EPA is conducting the fifth statewide survey of drinking water systems' capital investment needs. Every four years, U.S. EPA is required by the Safe Drinking Water Act to conduct a nationwide assessment of water system capital improvement needs known as the Drinking Water Infrastructure Needs Survey and Assessment (DWINSA). Ohio EPA administers the Drinking Water State Revolving Fund (DWSRF) and is therefore responsible for partnering with public water systems throughout the state to conduct the DWINSA (needs survey) in Ohio.

Your water system is one of approximately 3,100 systems across the country (and one of 90 in Ohio) that has been selected by U.S. EPA to participate in the 2011 needs survey. Selected systems include all large drinking water systems (population greater than 100,000) and a statistical selection of medium sized systems (population of 3,300 to 99,999).

As a needs survey participant, you should have already heard from the Ohio EPA DWSRF loan coordinator in your district; they are your partners in completing the needs survey, in conjunction with staff from the Rural Communities Assistance Program (Ohio RCAP). In the past, we have asked individual systems to complete the forms and submit them to us. If that is what you are comfortable doing, then please continue to do so. However, this year, Ohio EPA staff will be working more closely with water systems to complete surveys. Ohio EPA staff will identify which projects meet the survey criteria, compile the required back-up documents, and fill out the survey for you. In exchange we ask that you, the public water system, please do the following:

- 1) Send us a list of your system's inventory (easy to use forms are available)
 - a. Source, treatment, storage and pumping
 - b. Transmission and distribution (including meters, services lines, and appurtenances)
 - c. Fencing, back-up generators and anything else your system needs to operate properly and safely.
- 2) Send us documents regarding your system's needs
 - a. Capital improvement plan and/or master plan
 - b. Facilities plan and/or preliminary engineering report (dated within the last 10 years)
 - c. Grant and/or loan application form
 - d. Engineer's estimate and/or bit tabulation
 - e. Monitoring results and/or other documents
- 3) Meet or teleconference with your district loan coordinator (the person who contacted you) or your assigned Ohio RCAP representative to go over the system inventory and paperwork.

By partnering together, we can complete a more accurate and comprehensive survey in an expeditious manner.

Your participation and the completeness of the responses will determine the amount of money Ohio receives to provide low-interest loans and other forms of financial assistance to water systems. Communities that have received a low-interest loan, including possible principal forgiveness on a loan from the DWSRF program have experienced firsthand the importance of this program.

Additionally, hundreds of people in Ohio are employed as a result of the DWSRF program, including those who are involved in the planning, design and construction of these projects. Systems that have not directly benefited from the program yet, can apply for a loan by sending in a nomination form, previously known as the pre-application, by March 15th.

For more information on the needs survey or the DWSRF program, please contact your district loan coordinator or Christine Brock, DWSRF Supervisor at christine.brock@epa.ohio.gov or 614-644-2752. We are here to serve and look forward to working with you in the months to come.

Sincerely,

A handwritten signature in black ink that reads "Michael G. Baker". The signature is written in a cursive style with a large, stylized initial "M".

Michael G. Baker, Chief
Division of Drinking and Ground Waters