

From: cwns@epa.gov
To: [Small Community Contact](#)
Subject: CWNS Request for Small Community Needs for Test - SCF WWTP and Collection
Date: Friday, November 12, 2021 7:36:53 AM

Hello [Contact Name],

You're receiving this email because we need your assistance with EPA's Clean Watersheds Needs Survey (CWNS or 'survey'). EPA, in partnership with the states, conducts this survey to identify and document the expected cost of each state's capital investments needed (needs) to meet the water quality and water-quality-related public health goals of the Clean Water Act. This survey communicates to Congress the needs of the nation and each state, including the District of Columbia and territories.

Needs are projects or portions of projects and associated capital costs that address a water quality or water-quality-related public health problem. **Projects included in the survey must not have external funding in place, cannot have been started as of January 1, 2022, and should be expected to occur within the next 20 years.**

Small communities may not have planning documents that address their infrastructure needs. Therefore, EPA has developed a web-based form, provided in the link below, that your community can use to include your needs in the survey. **To qualify to use this form, your community must have a population of 10,000 people or fewer.**

There are several ways to provide costs for your projects:

- Existing planning documents: If cost estimates already exist for projects at your facility, please send the documents containing the estimates to me, your State Coordinator.
- Estimates certified by a local or state professional engineer: Use this small community form.
- EPA's cost estimation tools: Use this small community form.

Please follow the instructions and complete the form to the best of your ability with information about your facilities and needs. To keep our records up to date, the survey also collects technical information on existing infrastructure and facilities, so please complete the form even if your system does not currently have any infrastructure improvement needs.

[Use this link to complete the Small Community Needs Form for Test - SCF WWTP and Collection](#)

We are hopeful that the form is intuitive - instructions, definitions, and additional information can be found at the top of each section and your progress through the form can be saved along the way. Your community may receive multiple requests because a unique form is required for each infrastructure type: wastewater, stormwater, nonpoint source, and decentralized wastewater treatment.

Additional note: [State Coordinators can add unique additional notes to each email that will appear here.]

If you have any questions or if you think your community does not qualify to use the form,

please contact me at: [Contact Email].

Thank you,
[Contact Name]

P.S. If you are interested in more information about the survey, you can view the results from the last survey (conducted in 2012) here: (<https://ordspub.epa.gov/ords/cwns2012/f?p=cwns2012:3>) and you can read the last Report to Congress here: (<https://www.epa.gov/cwns/clean-watersheds-needs-survey-cwns-2012-report-and-data>).

Clean Watersheds Needs Survey Small Community Form

1. Does your facility have water-quality-related capital improvement needs? **Yes**

2. Do you have planning documents that report any of your needs **Yes**
(such as in a capital improvements plan or engineering report)?

Please e-mail those documents to your state coordinator. The state environmental agency will enter your documented needs separately.

3. Do you have any undocumented needs? **Yes**

Please use this form to communicate those needs.

4. Do you have access to a Professional Engineer (consulting with or on staff) **Yes**
who will certify the costs of the undocumented needs?

Please enter the contact information for the local professional engineer (PE).

Once you finish filling out the form, it will be sent to this person for their digital signature.

Local PE Name **PE Name**

Local PE Email **PE@email.com**

5. Do you want to use EPA cost estimation tools to estimate any of the costs? **Yes**

- Select Cost Estimation Tool(s):
- Wastewater: Treatment Plant Cost Estimation Tool
(Estimates the costs for constructing a new treatment plant or replacing, rehabilitating, upgrading treatment, expanding, or adding disinfection at an existing one.)
 - Combined Sewer Overflow Cost Estimation Tool**
(Estimates the cost for constructing a new CSO storage basin.)
 - Wastewater: Collection Cost Estimation Tool
(Estimates the costs for constructing a new wastewater conveyance facility or replacing/rehabilitating an existing one.)

Facility Information

Please complete the required fields and contact information.

* Indicates required field

CWNS ID **7888888892**

Infrastructure Type **Wastewater**

* Facility Name: **Test - SCF WWTP and Collection**

* Authority Name: **Authority Name**

* Facility Address: **Facility Address**

* City: **City**

* State: **VI**

* Zipcode: **00000**

* County: **County**

* Owner Type: **Public** Private Federal

P.O. Box is not allowed. If a facility doesn't have an address, please indicate physical location with description instead (e.g., '5 miles south down Rt. 9 from City Hall'). Thank you!

Contact Name: **Contact Name**

Role/Title: **Role/Title**

Phone: **#####** Extension: **###**

Fax:

Email: **email@email.com**

Facility Types [?]

Please select the facility type(s) for the infrastructure in your community. To add a facility, click the "Add a Facility" button and select facility type from the dropdown menu. To see more information about the facility types, click the "?" icon.

Facility Type	Planned Changes
Treatment Plant	Process Improvement Increase Level Of Treatment
Collection: Combined Sewers	Rehabilitation

Facility Discharges [?]

To add a facility discharge, click on the "Add Discharge" button and select from the dropdown menu. If your facility discharges to another facility, indicate the name and location so the state coordinator can clearly identify the facility.

Discharge	% of Discharge	Discharges To
Outfall To Surface Waters	100	
Total	100	

Effluent Information ?

Please complete the following fields for effluent Information. Effluent information is required for wastewater treatment plant facilities and optional for honey bucket lagoons and storage facilities.

* Current Effluent Treatment Level: **Secondary**

* Is there Disinfection (e.g.,chlorine, UV) currently in place? No Yes

* Future Effluent Treatment Level: **Secondary**

* Will there be Disinfection (e.g., chlorine, UV) in the future? No Yes

Population Information (Wastewater) ?

Please complete the following fields for population information. Population information is required for separate and combined sewer collection facilities (for wastewater infrastructure types). Population is also required for decentralized facilities.

	Residential Population	
	2022	Projected Design Population 2042
Receiving Collection	7,100	7,800

Flow Information ?

Please complete the following fields for flow Information.

	Current Design Flow (MGD)
Total Flow	1.00

Needs ?

Report your community's needs by category.

If you have documents describing these costs, please send them to your state CWNS coordinator: .

* Please select reason(s) for needed changes:

- The project(s) is required to maintain compliance with a NPDES permit.
- The project(s) is necessary to obtain compliance with a new permit requirement.
- The project(s) is to increase capacity or improve treatment in advance of anticipated new permit requirements.
- The project(s) is to achieve or maintain compliance with a TMDL.
- The project(s) will prevent unregulated water quality or human health impacts.
- The project(s) improves water efficiency, improves energy efficiency, improves water conservation, addresses climate change, or improves resiliency.

Needs Category : Needs Category: I - Secondary Wastewater Treatment

Cost Method	Adjusted Amount	Project Description
Your estimate	1,200,000	Adding disinfection to the plant, along with improving the processes related to...

Needs Category : Needs Category: V - Combined Sewer Overflow (CSO) Correction

Cost Method	Adjusted Amount	Project Description
EPA's Cost Estimation Tool: CSO	100,000	Equalization basin

Local Official Certification

I am the local official Please send to a local official for review

Name **Name**

Email **local.official@email.com**