

**567—90.5(455B) Point source project procedures.**

**90.5(1) *Application forms.*** An applicant shall complete the application for placement on the IUP, provide documentation on the project, and submit the application package to the department. Forms may be downloaded from [www.iowasrf.com](http://www.iowasrf.com).

**90.5(2) *General requirements.*** The following items must be included in a CWSRF application for point source projects:

- a. A facility plan that conforms to the IWFDS and is certified by a professional engineer licensed to practice in Iowa;
- b. A schedule for submission of plans and specifications for the project; and
- c. A project construction schedule.

**90.5(3) *Timing.***

a. POTW project applications received by the department for eligible projects will be scored using the rating criteria in 567—90.7(455B) and will be placed on the PPL. Applications may be submitted on an ongoing basis and will be reviewed in accordance with the schedule in the IUP.

b. Applications received after the IUP is drafted will not be placed on the PPL but will be considered for loan assistance when the next IUP is prepared.

**90.5(4) *Project initiation conference.*** The department may require an applicant or their representative to meet with the department. If required, the eligible applicant's official representative (and usually the applicant's consultant) will meet with the department to discuss:

- a. CWSRF program policies, procedures, and guidelines;
- b. Allowable costs;
- c. Wastewater treatment alternatives and technologies;
- d. Environmental impacts and review considerations;
- e. Public participation;
- f. Scheduling; and
- g. Other information as needed.

**90.5(5) *Review criteria for point source projects.*** The department shall review CWSRF applications from eligible applicants and verify the following items:

- a. The project is on the PPL;
- b. The applicant has prepared an adequate facility plan report;
- c. The project will be in conformance with any applicable areawide water quality management plans;
- d. The applicant has adopted or will adopt an acceptable user charge system;
- e. The applicant has demonstrated its ability to provide the necessary legal, institutional, managerial and financial capability to ensure adequate construction, operation and maintenance. If the department has reasonable grounds to believe that an applicant's wastewater treatment facilities are not viable, the department may require the applicant to submit management and financial plans as prescribed in Iowa Code section 455B.174; and
- f. The applicant has provided an acceptable project schedule for project initiation and completion.

**90.5(6) *Allowable and unallowable costs.*** Allowable costs shall be limited to those eligible costs deemed necessary, reasonable, and directly related to the efficient completion of the project. Unallowable costs include, but are not limited to, the following:

- a. Cost of service lines and in-house plumbing;
- b. Administrative costs of the recipient;
- c. Purchase of vehicles and tools;
- d. Land purchase and easement or rights-of-way costs, except as authorized under the CWA;
- e. Pretreatment program development costs, unless required by federal regulations; and
- f. Operation and maintenance costs.

**90.5(7) *Audit and inspection.*** The recipient shall provide access at all times for the department, the authority, the state auditor, and the EPA Office of the Inspector General to all project records and documents for inspection and audit purposes for a period of three years after the date of last loan payment. The same access to the project site(s) shall be provided for inspection purposes.

[ARC 9215C, IAB 5/14/25, effective 6/18/25]