

DuPage County Township Highway Commissioner Guidelines for Stormwater American Rescue Plan Act (ARPA) Grant Funds

This packet will serve as a request for proposals for DuPage County Stormwater Management's American Rescue Plan Act (ARPA) funded projects for DuPage County Township Road Districts. The objective of this funding is to assist each Township Road District with the construction of important ARPA qualifying, stormwater projects that have been designed to provide flood protection and/or protect residents from urban flooding experienced in DuPage County. The DuPage County Stormwater Management Planning Committee expects to award a total of \$1,000,000 using designated ARPA funds. **The deadline for submissions is 5:00 P.M. CST on Friday September 23, 2022.**

Each township shall submit proposed project(s) to the DuPage County Stormwater Management Department. Stormwater staff will review all proposal submissions and make recommendations to the DuPage County Stormwater Management Planning Committee prior to entering into Intergovernmental Agreements (IGA) for funding. **All funded projects must be completed within 24 months from the IGA date, no later than December 31, 2024.**

Because of ARPA time limitations, shovel-ready projects, defined as projects that have adequate design, permitting, land acquisition and other considerations to break ground in a timely manner, will be considered favorably. Grant reimbursement is only allowable for construction costs.

Proposals may be submitted [insert how]. For questions or issues, please call 630-407-6673 or email stormwatermgmt@dupageco.org.

PROJECT COMPLIANCE CRITERIA

The following shall govern Stormwater Management's decisions on ARPA funding recommendations.

1. A funding request letter shall be submitted to DuPage County Stormwater Management by September 23, 2022.
2. Funding requests are only being accepted for construction of flood control and water quality projects. Maintenance projects are not eligible, however, conveyance improvements via culvert replacement with in-kind materials (or similar projects) will be considered. Eligible construction costs will be reimbursed to grantees. **All projects must acquire all applicable permits to be eligible for funding.**
3. Expenses incurred or activities occurring prior to approval of funding by Stormwater Management are not eligible for reimbursement. Design, Engineering and permit fees are not eligible. **DuPage County Stormwater Management estimates providing a share of no more than \$100,000 per township, depending on program interest, and/or fund up to 100% of construction costs for eligible projects.**
7. The requests are limited to available DuPage County Stormwater Management's allocated ARPA funds.
8. "Land Rights" – For all properties where in-the-ground construction will or may occur, the Applicant shall provide Owner-authorized land access and/or land rights or evidence of possessory interest in the form of previously recorded documentation or written

authorization, from all property owners affected. Documentation or authorization may include recorded permanent easements; land covenants, deed-restricted areas or prescriptive easement (with the Owner's authorization or evidence of possessory interest); or other Owner-approved and DuPage County accepted legal instruments (i.e.: Owner-executed License Agreement). Work within public road rights-of-way shall not be performed without appropriate permits or authorization.

9. The funding is only being made available to DuPage County townships under a mutually agreed upon IGA, which will be established once the project is determined to be eligible for funding.

ADMINISTRATIVE POLICIES

Recommendations for DuPage County Stormwater Management's ARPA funding will be made by the DuPage County Stormwater Management Planning Committee during its regularly scheduled meetings. All recipients will enter into IGAs approved by both the Stormwater Committee and DuPage County Board, as well as applicable municipal governing bodies.

Following the IGA, DuPage County may audit any project for: completeness of ARPA funded work products or deliverables; adherence to agreed schedules or extensions; and appropriateness of ARPA fund expenditures. Incomplete work products or deliverables, delays beyond agreed deadlines and expenditures of funds that do not achieve agreed deliverables may result in forfeiture of grant funding pursuant to the executed project agreement or a determination of ineligibility for the applicant, project manager or project consultant to apply for future grants.

DUPAGE COUNTY STORMWATER MANAGEMENT ARPA FUNDING REQUEST PROCESS

1. The applicant shall send requests for funding on official letterhead and provide required attachments necessary for evaluation of the proposed project. This may include plans, cost estimates, and/or written description of the project.
2. All requests shall be submitted to DuPage County Stormwater Management by the deadline of 5 P.M. CST on Friday, September 23, 2022 as confirmed by digital time stamp.
3. Stormwater Management staff will review the application considering ARPA fund availability and compliance. If necessary, staff will consult with the applicant for any additional information before developing a written staff recommendation.
4. Stormwater Management staff will present the request, recommendation and rationale to the DuPage County Stormwater Management Planning Committee who will then discuss and vote on it.
5. Stormwater Management staff shall prepare IGAs with the applicants for the disposition of approved allocated funds. All agreements must be signed by both DuPage County and the applicant. All agreements must be approved at subsequent Stormwater Management Planning Committee and DuPage County Board meetings.