

**STATE REVOLVING FUND  
PLANNING DOCUMENT CHECKLIST**

Loan Applicant: \_\_\_\_\_

Consulting Engineer: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_ - \_\_\_\_\_

Current Population in Planning Area: \_\_\_\_\_

Size of Current Wastewater Facility(s): \_\_\_\_\_

Size of Future Wastewater Facility(s): \_\_\_\_\_

Project Number: \_\_\_\_\_ WQMU: \_\_\_\_\_

This checklist is based on the EPA Handbook of procedures, Construction Grants Program for Municipal Wastewater Treatment Works, 1987, Chapter IV, pages 401 to 498H. It is recommended that the reviewer use the handbook in conjunction with the checklist. Check the following items. Explain all "inadequate" answers using additional sheets as necessary. If an item is not applicable, put a "N/A" between the boxes.

		Adequate	Inadequate
1.	Summary, Conclusions, Recommendations	[    ]	[    ]
2.	Purpose and Need		
	2.1 Study Purpose	[    ]	[    ]
	2.2 Need for the project	[    ]	[    ]
3.	Effluent Limitations		
	3.1 Secondary Treatment	[    ]	[    ]
	3.2 Marine Discharge Waivers	[    ]	[    ]
	3.3 Advanced Treatment	[    ]	[    ]
	3.4 Land Application	[    ]	[    ]
4.	Existing Environment		
	4.1 Existing Conditions in the Planning Area	[    ]	[    ]
	4.2 Existing Wastewater Flows and Treatment System Performance	[    ]	[    ]
	4.3 Infiltration and Inflow	[    ]	[    ]

		Adequate	Inadequate
5.	Future Conditons		
5.1	Planning Period	[ ]	[ ]
5.2	Land Use Projections	[ ]	[ ]
5.3	Population Forecast	[ ]	[ ]
5.4	Industrial and Federal Facilities	[ ]	[ ]
5.5	Flow Reduction	[ ]	[ ]
5.6	Forecast of Flow and Wasteload	[ ]	[ ]
5.7	Reserve Capacity	[ ]	[ ]
5.8	Future Environment without the Project	[ ]	[ ]
6.	Development of Alternatives		
6.1	Flow Reduction	[ ]	[ ]
6.2	Optimum Performance of Existing Facilities	[ ]	[ ]
6.3	Unsewered Areas	[ ]	[ ]
6.4	Conventional Sewers	[ ]	[ ]
6.5	Alternative Conveyance Systems	[ ]	[ ]
6.6	Interceptor Sewers	[ ]	[ ]
6.7	Regionalization	[ ]	[ ]
6.8	Conventional Treatment	[ ]	[ ]
6.9	Innovative and Alternative Technologies (40 CFR 35.2030)	[ ]	[ ]
6.10	Alternative Technologies		
a.	Effluent Treatment	[ ]	[ ]
b.	Sludge	[ ]	[ ]
c.	Energy Recovery	[ ]	[ ]
d.	Small Alternative Wastewater System	[ ]	[ ]
6.11	Land Application System		
a.	Site Selection	[ ]	[ ]
b.	Loading Rates and Land Area	[ ]	[ ]
c.	Estimated Costs	[ ]	[ ]
d.	Preapplication Treatment	[ ]	[ ]
e.	Environmental Effects	[ ]	[ ]
6.12	Innovative Technologies	[ ]	[ ]
6.13	Sludge Management		
a.	Composting	[ ]	[ ]
b.	Landspreading	[ ]	[ ]
c.	Distribution and Marketing	[ ]	[ ]
d.	Methane Recovery	[ ]	[ ]
e.	Self-sustaining Incineration	[ ]	[ ]
6.14	Identification of Principal Alternatives	[ ]	[ ]

		Adequate	Inadequate
7.	Evaluation of Principal Alternatives		
7.1	Monetary Evaluation		
a.	Sunk Costs	[    ]	[    ]
b.	Present Worth	[    ]	[    ]
c.	Useful Life	[    ]	[    ]
d.	Escalation	[    ]	[    ]
e.	Interest During Construction	[    ]	[    ]
f.	Staging of Construction	[    ]	[    ]
g.	Cost Preference for Innovative or Alternative Technologies	[    ]	[    ]
h.	Multiple Purpose Projects	[    ]	[    ]
i.	User Costs	[    ]	[    ]
7.2	Engineering Evaluation		
a.	Reliability	[    ]	[    ]
b.	Energy Use	[    ]	[    ]
c.	Water Supply	[    ]	[    ]
d.	Revenue Generating Applications	[    ]	[    ]
e.	Open Space and Recreation	[    ]	[    ]
f.	Disinfection	[    ]	[    ]
g.	Process Complexity	[    ]	[    ]
7.3	Environmental Impacts	[    ]	[    ]
7.4	Public Involvement	[    ]	[    ]
7.5	Implementability	[    ]	[    ]
7.6	Plan Selection	[    ]	[    ]
8.	Selected Plan Description		
8.1	Relevant Design Parameters	[    ]	[    ]
8.2	Financial and Managerial Capability		
a.	Cost Information	[    ]	[    ]
b.	Financial Capability Demonstrations	[    ]	[    ]
c.	Capital Financing Plan	[    ]	[    ]

Signature of Reviewer: \_\_\_\_\_ Date: \_\_\_\_\_