

Virginia Department
of
Environmental Quality

Local and Regional Water Supply Planning
Grants Program
Fiscal Year 2025

Grant Application

Deadline: **March 31, 2025**



Cover Sheet

*This cover sheet **must** be completed in its entirety for the application to be considered for funding.*

Applicant Information

1. Name of RPU:

2. List of all local governments included in the RPU:

3. Lead agent name:

4. Entity represented by lead agent (e.g., Local Government name, Planning District Commission name, or Public Water Authority name):

5. Mailing address:

6. Phone number:

7. Email address:

Application Information

1. Project Title:

2. Application Summary - provide a clear, concise, and specific overview of the entire application:

Authorization

1. Lead Agent – please print name and title:
2. Signature and Date:

X _____

Signature

Date

☐ By checking this box and signing above, I certify the below statements:

I have gained concurrence from all RPU representatives and am authorized to submit this application on behalf of the entire RPU.

I acknowledge and agree to adhere to the June 1, 2025 deadline for submission of completed resolutions from all local governments within the RPU (as listed in 9VAC25-780-45).

Budget

Budget Tables - Task Budget & Expense Budget

Complete both budget tables, including the task budget and the expense budget, provided on the “Application Budget” tab of the grant application budget spreadsheet.

All project costs should be itemized, and all expenses should be estimated.

Scope of Work

Statement of Need

This statement should explain how receiving grant funds would uniquely benefit the specific RPU.

Information related to fiscal stress, or other resource constraints relevant to the RPU, should be included in this section.

Goals and Objectives

Introduce and explain the goals and objectives of the proposed project.

Identify how project-specific goals relate to the overall purpose of the grant program, as identified in the RFA. Explain how these goals and objectives will address the specific needs of the RPU, if applicable.

Tasks and Deliverables

Thoroughly describe each task proposed in the application and identify one or more deliverables for each task. Target dates should be set for each task, and incrementally for each deliverable within a given task. The entity responsible for each task and each deliverable should be clearly specified (e.g., Local Government name, Planning District Commission name, Public Water Authority name, consulting firm name, etc.).

*Specific sections of the regulation **must** be referenced for each task. The number of tasks and deliverables is expected to vary per application per RPU.*



