

VIRGINIA CLEAN WATER REVOLVING LOAN FUND FISCAL SUSTAINABILITY PLAN CHECKLIST

Project Name:

Project Loan Number:

FSP Name:

FSP Date:

Project Description:

List of equipment and/or components included in the loan project:

Requirement I: An inventory of critical assets that are part of the loan or treatment works

All wastewater treatment plants should already have a system of equipment identification and descriptions included in their Operations and Maintenance Manual. The asset inventory will normally follow that identification methodology. Assets other than equipment may be considered and added to the inventory as appropriate.

(Wastewater treatment systems and pump stations)

Does the facility have an up-to-date complete Operations and Maintenance Manual? Does the O&M Manual provide an inventory, identification methodology, and system schematic of all assets?

Does the FSP use the same identification methodology and system schematic as the O&M Manual?

If no, is the new system logical and easy to follow?

Will it need to be updated to include these new assets?

(Collection systems)

Does the loan recipient have a GIS that covers their sanitary sewer system?

Does the recipient have a system map of the collection system?

Will the existing GIS or map need to be updated to include the new assets?

Please explain any No or N/A responses below:

Requirement II: An evaluation of the condition and performance of inventoried assets or asset groupings

Have performance standards for each asset been determined to evaluate performance over time?

Does the owner periodically determine the actual performance of each asset?

Does the FSP include a procedure to periodically determine the actual condition of each asset and if it will last as expected?

Does the FSP describe the physical capabilities of each asset?

Does the FSP describe how each asset affects normal operations?

Does the FSP describe how each asset affects regulatory requirements?

Does the FSP describe how well each asset meets these requirements?

Does the FSP rate the list of assets according to how critical they are to the system operation?

Please explain any No or N/A responses below:

Requirement III: Energy and water efficiency certification

Does the FSP include a certification that the owner has evaluated and will be implementing energy and water conservation efforts as part of the plan?

Please explain any No or N/A responses below:

Requirement IV: A plan for maintaining, repairing, or replacing the treatment works including a funding strategy

Does the owner have a plan that will prevent or minimize the consequences of failure of critical assets?

Does the FSP include a plan for dealing with equipment failure?

Are there adequate spare parts on hand?

How long will it take to receive replacement parts if they need to order them?

Does the FSP identify who will provide the labor to repair the system?

Does the FSP estimate when each asset will need to be replaced assuming a normal useful life?

Does the financial plan include a capital recovery plan to replace assets at the end of their useful lives either through savings or borrowing?

Does the financial plan determine how they will finance rehabilitation, repair, or replacement in the short (annually) or long-term (five to ten years)?

Does the financial plan determine if the rate structure is adequate or when rates should be raised?

Does the FSP determine if there is a gap between where the system is and where it should be? Does the financial plan address the gap between where the system is and where it needs to be?

If the plan is to borrow funds, does the FSP assess the locality's debt capacity?

Please explain any No or N/A responses below: