

FY 2023 GRANTS-TO-COUNTIES EXPENDITURE GUIDANCE

TRAINING - IAC 641-24.5(1) – Actual costs up to \$1,000 for private water well-related training expenses, including registration, mileage, and per diem for employees attending department-approved trainings.

- Training approval is granted to water well-related training sponsored by the department, the Iowa Environmental Health Association, the Iowa Public Health Association, the Iowa Water Well Association, the Iowa Department of Natural Resources, the Iowa Ground Water Association, and the Iowa Onsite Waste Water Association.
- Trainings sponsored by the Iowa Onsite Waste Water Association and the Onsite Wastewater Training Center of Iowa are eligible.
- Up to 50% of training funds can be used on septic-related trainings.
- Lodging at conference-sponsored hotels which exceed \$120 is allowable. Lodging receipts/agenda must indicate that the hotel sponsored the training. **Approved hotels must have completed the human trafficking training. Please verify at: <https://stophtiowa.org/certified-locations>.**

Seek *prior* approval from Kelly Barge (kelly.barge@idph.iowa.gov) for trainings sponsored by any other entity than those listed above.

Submit with your claim: Training Expenditure Detail form, total mileage driven, itemized lodging/meal receipts, agenda or registration, and training approval (if necessary).

INELIGIBLE EXPENSES

- Mileage exceeding \$0.39/mile
- Lodging exceeding \$120/night plus tax.
- Meals exceeding \$12 (breakfast); \$15 (lunch), \$29 (dinner) plus tax.
- Salary or hourly wages
- Association membership fees

SUPPLIES - IAC 641-24.5(2) – Actual costs up to \$500 for supplies related to the GTC program. This includes, but is not limited to, Global Positioning System (GPS) units, private water well data software, inspection supplies, cameras, and sampling equipment.

ELIGIBLE EXPENSES

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| <ul style="list-style-type: none"> • Vehicle AC adapter for laptop • Soil probes/Augers¹ • GPS units • Computer hardware/software¹ • Digital cameras/mobile devices | <ul style="list-style-type: none"> • Tablets used to collect field data¹ • Return address stamp • Refrigeration² • Personal protective equipment (PPE) used in field work |
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INELIGIBLE EXPENSES

- Tires
- Vehicle repairs
- Monthly data/service plans
- Radon test kits
- Analytical equipment, such as microscopes

¹With prior approval. The county must submit a request to their GTC compliance reviewer with a description of how the item will be used in the GTC program.

²With prior approval. For water sample storage only.

Submit the following with your claim: Receipts, approval (if required).

ADVERTISING/PROMOTIONAL - IAC 641-24.5(3) - Actual costs up to \$1,000 for advertising and promotional expenses to educate county residents about the availability of funds for private water well testing, abandoned well plugging, and private water well reconstruction.

ELIGIBLE EXPENSES

- Newspaper, newsletters, pamphlets and other advertising.
- National Groundwater Week promotional materials.
- Promotional items which advertise county GTC program information.
- The one-time cost to build and publish a county specific web page that describes the local program specifics of the county GTC program.
- IOWWA Homeowner folders: <http://iowwa.com/Pages/Publications>
- Other promotional expenses may be submitted to the GTC compliance reviewer for approval.

INELIGIBLE EXPENSES

- Clothing which promotes professional associations
- Ads related to other programs

Submit the following with your claim: Receipt, approval (if required).

WELL TESTS - IAC 641-24.5(4) – Actual costs will be paid to the participating county for each private water well test conducted under the program, including \$60 for administrative expenses. At a minimum, well sampling shall include analyses for total nitrate (including nitrite) and total coliform bacteria. Optional analyses may also include arsenic.

Section VIII. Reports of the FY 2023 Grants to Counties Contract:

Other Water Tests

The Contractor may be reimbursed for tests other than nitrate, bacteria, and arsenic if approved by the department. In approving additional tests the department will consider substances for which there is a perceived potential for exposure. Eligible contaminants include those for which a health advisory or maximum contaminant level (MCL) have been established.

Claiming Other Water Tests:

1. Select *Manganese* or *Other* from the water test menu on the Expenditure form. As with other substances, if a manganese or other test was performed, enter a “1” in the field.
2. Upload a copy of the paid invoice for the other test to the Claim Support Documentation area of Iowa Grants.

WELL RECONSTRUCTION - IAC 641-24.5(7) – The total maximum reimbursement to the county for a well reconstruction is \$1,330. Actual costs up to \$1,000 in reconstruction costs will be paid for each reconstruction. The county shall directly reimburse these costs to the well owner. An administrative expense of 33 percent of the actual reconstruction costs will be retained by the participating county. Grant funds may be used to conduct reconstruction intended to preclude contamination due to surface water intrusion by coliform or other infectious bacteria. Examples include repairs of casing, well caps, or pitless adapters and elimination of well pits.

Section VIII. Reports of the FY 2023 Grants to Counties Contract:

Well Assessments and Shock Chlorination

The Contractor may reimburse well owners for well assessments and shock chlorination activities conducted under the Well Reconstruction budget line provided that:

- The well assessment or shock chlorination was conducted by an IDNR-certified well driller or pump installer.
- Well assessments will be covered up to a maximum of \$500
- Shock chlorination will be covered up to a maximum of \$300

Claiming Well Assessments and Shock Chlorination:

1. Select Well Assessment or Shock Chlorination from the dropdown menu under Well Reconstruction on the Expenditure form. Add the cost, not to exceed \$500 and \$300 respectively.
2. Upload the following documents to the Claim Support Documentation section of the quarterly claim:
 - A list of the well numbers which had a well assessment or shock chlorination with your claim.
 - A copy of the paid invoice which was issued to the well owner. The invoice must be marked paid to be eligible for reimbursement.