

APPLICANT MANUAL

District One

Fiscal Year (FY) **2028**

Round **41**



District One Public Works Integrating Committee (DOPWIC) ***State Capital Infrastructure Programs***

About the Applicant Manual:

The information in this document relates directly to the District One Public Works Integrating Committee Evaluation Method approved for FY **2028**. The following information outlines the guidelines, Ohio Revised Code requirements, process and evaluation criteria that will be used to determine project recommendations for this program year. This manual should be used when completing applications for the State Capital Improvement Program.

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I. Information - General Program

The Ohio Public Works Commission (OPWC) provides funding for capital improvement (infrastructure) projects through the State Capital Improvement Program (SCIP); Local Transportation Improvement Program (LTIP); and the Revolving Loan Program (RLP). The following types of infrastructure are eligible for SCIP Funding:

1. Roads
2. Bridges/Culverts
3. Sanitary Sewers
4. Septic Systems
5. Stormwater
6. Wastewater
7. Water Supply

For purposes of allocating the funds, the state's eighty-eight (88) counties have been organized into nineteen (19) district integrating committees, consisting of public and private officials to oversee implementation of the program in each district. The district integrating committees are tasked with evaluating applications submitted by local communities and selecting the projects that will be recommended to the OPWC. District integrating committees are prohibited from allocating funding on a per capita basis.

A. District One Public Works Integrating Committee (DOPWIC)

Cuyahoga County is District One and is overseen by the District One Public Works Integrating Committee (DOPWIC). Current member information can be found on the Cuyahoga County Planning Commission website [HERE](#).

B. Eligibility

All applicants are required to fill out the OPWC Application and DOPWIC SUPPLEMENT to be considered for the following funds.

1. SCIP is a grant/loan program for roads, bridges, culverts, water supply, wastewater treatment, septic system conversion, storm water collection, and solid waste disposal.
 - a. SCIP Grant funds cannot exceed 90% of the total cost of the project.
 - b. SCIP Loan Funds, now an option rather than a requirement, may be activated by the DOPWIC in any given funding cycle and may account for up to 10% of the total District One SCIP allocation. All funds lent as SCIP Loans will be repaid to OPWC, for District One. A SCIP loan fund will be credited as the jurisdiction's local match, as long as it is 10% or more of the total project cost.
 - c. Revolving Loan Program (RLP) uses funds from previous loans, repaid by jurisdictions in District One. All money lent through the RLP will be repaid to OPWC, for District One. This money is in turn reused by District One as future RLP

loans.

- d. SCIP loans and RLP loans will not be combined in District One, thus funding requests for loans should not exceed the allocation for SCIP loans or RLP. Since SCIP and RLP loans originate as SCIP funding, they cannot be combined with LTIP funding for a given project.
- e. The Loan Assistance Program (LAP) is a grant that pays for the interest on a public or private loan during the construction period. Construction must have commenced within three years prior to the date of the project agreement. **Applications will be evaluated on the pre-construction merits of the infrastructure project.**
- f. The Credit Enhancement Program offers a one-time infusion of funds to enhance an applicant's ability to secure affordable debt. The OPWC may pay the premium for a bond insurance policy which would improve the applicant's credit or bond rating. **Applications will be evaluated on the pre- construction merits of the infrastructure project.**

2. LTIP is a grant program for roads and bridges (including culverts) only.

All OPWC funded work must be on infrastructure owned and maintained by the local subdivision. Work not on public property or right of way, including water and sewer laterals, are ineligible for OPWC assistance. However, water and sewer laterals are permitted if an easement is in place.

II. OPWC Policies and References

The OPWC and its work is governed by Chapter 164 of the Ohio Administrative Code. In addition, OPWC issues periodic advisories which describe applicable topics, particularly changes and updates.

A. Topics covered in [OAC Chapter 164](#) are as follows:

1. [Rule 164-1-01](#) | Definitions
2. [Rule 164-1-02](#) | Public hearings on adoption, amendment, or rescission of rules; methods of public notice
3. [Rule 164-1-03](#) | Districts; committee members
4. [Rule 164-1-10](#) | Open meeting requirements
5. [Rule 164-1-11](#) | Project selection criteria
6. [Rule 164-1-13](#) | Useful life requirement
7. [Rule 164-1-14](#) | Repair or replacement projects versus new or expanded projects
8. [Rule 164-1-15](#) | Applicant's share of project costs; ineligible costs
9. [Rule 164-1-16](#) | Engineer's certified cost estimate
10. [Rule 164-1-17](#) | Multi-subdivision projects
11. [Rule 164-1-18](#) | Funding time limitations; multi-year projects
12. [Rule 164-1-19](#) | Emergency projects
13. [Rule 164-1-21](#) | Project agreement
14. [Rule 164-1-23](#) | Project cost overruns and underruns

15. [Rule 164-1-24](#) | Project audit requirements
16. [Rule 164-1-32](#) | Minority business enterprises
17. [Rule 164-1-33](#) | District administrative costs.
18. [Rule 164-1-34](#) | Contingency line items and change orders
19. [Rule 164-1-35](#) | District methodologies
20. [Rule 164-1-36](#) | Engineering costs
21. [Rule 164-1-37](#) | Late loan payments and access to funds
22. [Rule 164-1-38](#) | Loan assistance
23. [Rule 164-1-39](#) | Privacy policy
24. [Rule 164-1-40](#) | Project schedule
25. [Rule 164-1-41](#) | Small government
26. [Rule 164-1-42](#) | Subdivision codes

B. OPWC's [Infrastructure Advisories Document](#) should be reviewed every year for updates. Topics in this current document include:

1. Americans with Disabilities Act
2. Application / Project Location
3. Demolition
4. District Committee Appointments
5. Green Infrastructure
6. Loans
7. Maintenance / Linings and Epoxy Coatings
8. Meeting Attendance
9. Minority Business Enterprise (MBE)
10. Ohio Products
11. Open Meeting Requirements
12. Prevailing Wage and Other Bidding Requirements
13. Procurement of Professional Design Services
14. Project Phases
15. Public Improvements / Right of Way
16. Records Retention
17. Unlawful Interest in Public Contracts
18. Useful Life/Design Service Capacity

III. Application Process

A. Application Guidelines

1. The DOPWIC evaluation process utilizes the OPWC Application in conjunction with the DOPWIC Application Supplement and the required supporting documentation. The required application materials must be uploaded to OPWC WorksWise. **Additionally, applicants must upload a single PDF of all the completed application forms including the required supporting documentation in the appropriate attachments in the order**

outlined as items a through h below. Each section shall be separated by a cover page (labeled per the naming convention, below) for District Evaluation. Find all WorksWise training materials at <https://publicworks.ohio.gov/financial/04-workswise/training-materials/03-training-materials>.

2. The application materials compiled into *one combined single PDF must be submitted using the following organization and naming convention:
 - a. OPWC WorksWise Application PDF
 - b. DOPWIC Application Supplement
 - c. Authorizations and Resolutions of Support
 - d. Cooperative Agreements, Letters of Intent, and Letters of Support
 - e. Engineer's Estimates, Certifications, Plan Status, and Plans
 - f. Supporting Documentation and Data for Road, Bridges, and Culverts
 - g. Supporting Documentation and Data for Sewer, Septic, Water, Wastewater
 - h. Maps and Photos; and
 - i. Small Government forms and materials including the DOPWIC Small Government Application Supplement and Self-Score Rationale Worksheet

*All of the above shall be combined into a single PDF with the title of the document and digital file name noting: **FULL COMBINED; community name; project title** or **abbreviation** (if submitting more than one application per community).

3. Supporting documentation for the project application is essential for the grant evaluation process. **All supporting documentation must be submitted with the application. All documentation must be current and may not exceed five (5) prior years.**
4. Due to legislative schedules, required municipal documentation including Resolutions of Support, Authorizations and Cooperative Agreements for multi-jurisdictional projects **must be submitted by December 15th of the program year.** See the SCHEDULE for the latest updates:
<https://www.countyplanning.us/services/grant-programs/infrastructure-programs/current-program-year/dopwic-schedule/>
5. It is the applicant's responsibility to ensure that all the documents are accurate, complete and in accordance with the requirements, terms, and conditions set down by the OPWC and the DOPWIC. Failure to meet these conditions will result in the disqualification of a project.

6. APPLICATION DUE DATE

To be considered for financial assistance, application materials, **including the single PDF that combines all materials**, must be uploaded to OPWC WorksWise no later than:

4:30 p.m. Thursday September 10, 2026*

*Schedule may be subject to change . Check website for most up-to-date schedule
<https://www.countyplanning.us/services/grant-programs/infrastructure-programs/current-program-year/dopwic-schedule/>

INCOMPLETE OR LATE APPLICATIONS WILL NOT BE EVALUATED

7. Contacts

District One Public Works Integrating Committee Liaison:

Ms. Elaine Price, Planning Initiatives Specialist
 Cuyahoga County Planning Commission
 (216)443-3721 eprice@cuyahogacounty.gov

Ohio Public Works Commission:

Mr. Nick Rose, OPWC Representative
 (614) 745 - 5510 nick.rose@pwc.ohio.gov

The instructions, application forms and required attachments can be downloaded from the following websites:

- Ohio Public Works Commission (OPWC) at [Application Materials](#)
or
- Cuyahoga County Planning Commission (County Planning) website:
<https://www.countyplanning.us/services/grant-programs/infrastructure-programs/>

8. **Small Government Evaluation Information** - Beginning in FY27, in addition to the Small Government Application Supplement materials, a Small Government Self-Score Rationale Worksheet is found at the end of the Standard Application Supplement. Small Government applicants must complete BOTH of these additional sections and submit additional information required specific to Small Government eligible projects. Refer to the OPWC Small Governments Capital Improvements Program [Applicant Manual](#) and [Methodology](#) for instructions and self-scoring.

B. Fund Allocations and Qualifiers

1. The Fiscal Year (FY) 2028 estimated new allocations for District One are shown below in Table 1.

Table 1

PROGRAM FUNDING	Fiscal Year (FY) 2028
State Capital Improvement Program (SCIP)	
Grant	\$21,946,000
Loan	\$ 0
SCIP TOTAL	\$21,946,000
Local Transportation Improvement Program (LTIP)	\$6,432,000
Revolving Loan Program (RLP)	\$6,365,000
TOTAL	\$34,743,000

2. Repair Or Replacement vs. New or Expanded Projects

For SCIP funding, a project must be reviewed with regard to whether it is a repair or replacement of an existing infrastructure facility, an expansion of an existing infrastructure facility, or a new infrastructure facility. SCIP funds will cover up to 90% of a project's total cost if it is a repair or replacement project. New and expansion projects will be funded up to 50% of the total project's cost.

3. Grant And Loan Requirements

As per ORC 164.08, from time to time, up to 10% of the district's annual SCIP allocation may be awarded as loans or local debt support in addition to the loan balance which grows from loan repayments. The loans are interest-free, and the term is based on the useful life of the infrastructure, but not to exceed 30 years. In order to meet the SCIP grant/loan guidelines, the DOPWIC incorporates scoring incentives in the Loan Incentive criterion.

C. Fiscal Year Schedule

The DOPWIC schedule for evaluating and selecting projects for recommendation in this Program Year is outlined in Table 2.

Table 2 Schedule

ACTIVITY	DATE
Application Materials Available	Thursday July 9, 2026
Application Workshop 1	Thursday July 23, 2026
Application Assistance Virtual Office Hours 1	Wednesday July 29, 2026
Application Assistance Virtual Office Hours 2	Thursday July 30, 2026
Application Submittal Deadline	Thursday September 10, 2026
Preliminary Project Ranking Released	Monday December 7, 2026
Project Appeals Due	Monday December 14, 2026
Additional required municipal documentation	Tuesday December 15, 2026
DOPWIC Meeting to Select Projects	Tuesday January 26, 2027

***All dates are subject to change.** Check the website schedule for up-to-date schedule:
<https://www.countyplanning.us/services/grant-programs/infrastructure-programs/current-program-year/dopwic-schedule/>

IV. Project Selection Process

A. Project Evaluation

The DOPWIC uses the process outlined below to select projects for recommendation:

1. Eligibility Review

Applications will be reviewed by the DOPWIC staff for compliance with policies. Staff will also verify that all financial information is complete. The financial information that appears on the OPWC application must match the certified engineer's estimate, the financial officer's certification or loan repayment letter and financial information presented in the DOPWIC Supplement. Any project that does not comply with these policies will be deemed ineligible and returned to the applicant pursuant to the DOPWIC Right of Return Policy as outlined in the DOPWIC State Capital Infrastructure Programs Policy Manual.

2. Preliminary Project Evaluation

Using the DOPWIC Project Evaluation Criteria, outlined in the Application Supplement Instructions, the DOPWIC staff will evaluate all the applications and determine a score in each criterion for every project.

- a. Each applicant will be given five (5) business days to respond to a request for additional information regarding the submitted items. If the applicant does not respond, the project will be scored using the original information.
- b. DOPWIC staff may confer with a variety of entities, including, but not limited to, the City of Cleveland Water Department, Northeast Ohio Regional Sewer District, and the Cuyahoga County Board of Health.

3. Preliminary Project Rankings

The evaluated projects will be ranked based on their individual Total Project Score and the DOPWIC staff will recommend a preliminary list of projects with funding requests up to the amount of funds available. If District One recommended projects use up all the grant funds and there are loan funds remaining, OPWC will contact applicants in rank order to determine applicant interest in accepting a loan up to the amount requested as a grant.

4. Tie-Breaking

If there is a tie between two or more projects at the funding source cut-off line of the Preliminary Project Rankings and the projects Applicant is from one (1) jurisdiction, that jurisdiction will determine the ranking of the projects. If there is a tie between two or more projects at the funding source cut-off line and the projects have different Applicants, the tie will be broken based on the scores received by the projects in the following categories, listed in priority order:

- a. Health and Safety,
- b. Infrastructure Condition,
- c. Economic Health,
- d. Access to Funds, and
- e. The amount of OPWC funds requested from low to high.

5. OPWC Mandated Requirements

The DOPWIC staff will ensure that the Preliminary Project Rankings meet the mandated allocation requirements.

B. Project Selection

1. Preliminary Project Rankings (Staff Recommendations)

The projects contained in the Preliminary Project Rankings will be presented to the DOPWIC for further evaluation and review. The staff recommendations will be submitted as:

- a. **SCIP/LTIP Standard Recommendations:** All projects ranked highest to lowest with a cutoff line indicating the point at which available funds are allocated.
- b. **Small Government Recommendations** - The seven (9) top- ranked projects.

The Preliminary Project Rankings will be posted on the County Planning website:

<https://www.countyplanning.us/services/grant-programs/infrastructure-programs/>.

2. Applicant Appeals

- a. An Applicant can request the DOPWIC to reevaluate the score received in the Preliminary Project Rankings. Information that was not part of the original application will not be accepted or considered during the appeal process.
- b. To appeal a project score, an Applicant must submit an appeal via email to the District One Public Works Integrating Committee Liaison at the Cuyahoga County Planning Commission **no later than 4:30 p.m. on Monday December 14, 2026**.
- c. Appeals must specify the criteria that the Applicant considers incorrectly evaluated and the score requested. The Appeal must be accompanied by an explanation of why the awarded points appear incorrect and why the project should be awarded the requested score. Late appeals will not be accepted.
- d. The Appeals received will be posted on the DOPWIC website. The DOPWIC Staff will review the Appeals and determine if any corrective action is recommended.
- e. The DOPWIC will address the Appeals and Staff Recommendations at the Project Selection Meeting in **January of the program year**. An affirmative vote of five (5) DOPWIC members is needed to approve an appeal.

C. Final Project Selection

1. Final Project Rankings

The DOPWIC will hold the Project Selection Meeting to review the Preliminary Project Rankings and consider the Appeals and any comments brought forth at the meeting.

2. DOPWIC Approval

The DOPWIC will approve and adopt the **Final Project Rankings** for SCIP and LTIP funding. The rankings will be posted on the County Planning website. The projects contained in the Final Project Rankings will be submitted as:

- a. **Primary Project Recommendations** – the top-ranked projects with requests that do not exceed the available funds.

- b. **Contingency Project Recommendations** – the first 10 projects below the cut-off line, in rank order, will be submitted as Contingency should additional monies become available.
3. Allocation of OPWC Funding
The DOPWIC staff will submit the **Final Project Rankings** and recommend that OPWC allocate the funding to maximize the SCIP and LTIP monies to the top ranked eligible projects.
4. Recommendations
The DOPWIC will submit the project recommendations to the OPWC, by the deadline set by OPWC, typically in February.
5. OPWC Review and Approval
OPWC will review the DOPWIC's Final Project Rankings. Applicants whose projects are approved must have all the appropriate legislative documentation to enter into a project agreement with OPWC (see the schedule for specifics). OPWC will send out Project Grant Agreements on or about July 1 of the program year.

D. Small Governments Project Selection

1. Project Evaluation
Projects from villages and rural townships with the most recent decennial U.S. Census population under 5,000 that are not recommended by the DOPWIC for funding in the Standard Program may be forwarded to the District One Small Government Subcommittee. District One provides Application Supplements specific to Small Government Applicants that include extra forms required by the Small Government Commission.
2. Small Government Preliminary Project Rankings
All Small Government projects will also be evaluated and ranked using the OPWC Small Government Criteria. The projects included in the Small Government Preliminary Project Rankings will be released along with the SCIP/LTIP Preliminary Project Rankings.
3. Tie-Breaking
If there is a tie between two or more projects, the tie will be broken based on the scores received by the projects in the following categories, listed in priority order:
 - a. Health and Safety
 - b. Infrastructure Condition
 - c. Economic Health
 - d. Access to Funds
4. Small Government Scoring and Recommendations
 - a. The DOPWIC Small Government Subcommittee will hold a separate meeting directly following the Project Selection Meeting to review the Preliminary Small Government rankings and prioritize the projects.
 - b. The DOPWIC Small Government Subcommittee will assign District Priority points, and the resulting nine (9) top-ranked projects will be submitted to the OPWC Small Government Commission in priority order.
5. OPWC Small Government Project Awards

Successful Applicants will be notified by the Small Government Administrator regarding the cure period. The OPWC Small Government Commission staff will evaluate and rank the Small Government projects statewide and notify the applicants of a “draft” composite score prior to the Small Government Commission voting meeting late Spring.

V. Evaluation Points

The submitted applications are evaluated based upon the criteria set forth in Sections 164.06 and 164.14 of the Ohio Revised Code and as implemented by the DOPWIC. Each application will be reviewed, and scores will be assigned in the following twelve (12) criteria as seen in Table 3.

Table 3

METHODOLOGY CRITERIA AND EVALUATION POINTS			
CRITERIA	OHIO REVISED CODE	MAXIMUM POINTS	%
Users	164.06(B)(9) 164.06(B)(10) 164.14(E)(7)	10	5.0
Infrastructure Age	164.06(B)(2)	17	8.5
Infrastructure Condition	164.06(B)(2) 164.14(E)(9)	45	22.5
Health/Safety Need	164.06(B)(4) 164.14(E)(1) 164.14(E)(2)	55	27.5
Local Match · Other Project Funding · Subdivision Financial Participation	164.06(B)(6) 164.06(B)(7) 164.14(E)(4)	20	10.0
Loan Incentive	164.06(B)(5)	10	5.0
Access to Funds	164.06(B)(10) 164.14(E)(10)	6	3.0
Community and Economic Development	164.06(B)(10) 164.14(E)(3) 164.14(E)(10)	3	1.5
Multi-Jurisdictional Projects	164.06(B)(10) 164.14(E)(10)	2	1.0
Economic Health	164.06(B)(8)	23	11.5
Coordinated Infrastructure Projects	164.06(B)(10) 164.14(E)(10)	4	2.0
Generation of User Fees	164.06(B)(3)	5	2.5
Total Project Scoring		200	100.0

VI. Application Supplement Instructions

Overview

1. The project applications will be reviewed based on the Primary Infrastructure selected in the appropriate Supplement. If there are coordinated infrastructure components to the project, such as replacement of the sanitary or storm sewers that will also require a road rehabilitation, the Applicant must determine the primary infrastructure component based on the primary purpose for the project.
***Note:** This criterion should not be confused with **Project Type** identified in the OPWC application, which is based on highest financial component.
2. Applicants must submit the required DOPWIC Application Supplement, based on the Primary Infrastructure of the Project. The Application Supplement must be completed using the form provided and **limited to the designated word count**. If your project requires further details that do not fit within the space allotted, applicant may add only necessary additional information in the Supporting Documentation and Data Attachments.
3. If the primary infrastructure of the project is a Road, Bridge, or Culvert project, **complete the Road, Bridge, Culvert Application Supplement**. If the primary infrastructure of the project is a Water Supply, Wastewater, Septic Conversion or Stormwater, **complete the Sewer, Septic, Wastewater, Water Application Supplement**. Applicants must provide clear supporting documentation to verify the information entered into the application forms. Each section provides a bullet point list of supporting documentation requested.
4. The OPWC Application and the DOPWIC Application Supplement, for both standard and Small Government projects, are all due on the same submission date.

A. DOPWIC Primary Infrastructure

Indicate the Primary Infrastructure Type for the Project, then check all additional infrastructure components to be repaired (See Table 4) and provide a brief description of the secondary infrastructure components.

Table 4

ROADS, BRIDGE OR CULVERT	SEWER, SEPTIC, WASTEWATER, WATER
Road	Sanitary Sewer
Bridge/Culvert	Septic System Conversion
	Storm Water
	Wastewater/Water Treatment
	Water Supply

B. Project Description

1. Project Name
Enter the project name as listed in Project Section of the OPWC WorksWise Application
2. Project Location(s) and Limits
Provide the roadway and the termini and include a location map highlighting the project area in the Maps and Photos attachment. For projects that include multiple locations, identify all. Each location contributes to the overall score of the project.
3. Multi-Jurisdictional Projects
Please list all the municipalities participating in the project and their percentage of the project by cost. Provide the required cooperative agreement(s) or Letter(s) of intent. Note: Participation of a utility company does NOT constitute multi-jurisdictional status.
4. Existing Condition
Describe the situation and problem to be resolved including the frequency and severity of the problems. (not to exceed one page). Detailed data such as condition rating scores should be provided in the appropriate subsequent sections.
5. Proposed Changes and Improvements
[ORC 164.06(B)(1), ORC 164.06(B)(10), 164.14(E)(7) and 164.14(E)(10)]
Describe how the proposed changes resolve the situation or fix the problem stated above. Clarify specific proposed changes such as the amount of right-of-way, the number or width of lanes, traffic control devices, street lighting, type or size of drainage, type or size of potable water services, or type or size of sanitary sewer service. (not to exceed space provided).
6. Project Plan Status
[ORC 164.06(B)(9) and 164.14(E)(5)]
All applicants must provide an Engineer's Plan Status Certification including signature, date and P.E. stamp, included in the Application Supplement. The Status of Plans will be evaluated for readiness to proceed within the funding year. **NOTE: Small Government Applicants MUST also use the provided Small Governments Plan Status Certification Form found in the Small Government section of the Application Supplement. The District One Plan Status Certifications WILL NOT be considered in the Small Government process.**
7. Two Year Maintenance of Effort Report
[ORC 164.14(E)(6)]
For Road and Bridge/Culvert projects only, provide information regarding road and bridge projects completed by the applicant for two consecutive years prior to the application year.

C. Users (Maximum Points: 10)

ORC 164.06(B)(9), ORC 164.06(B)(10), and ORC 164.14(E)(7)

This criterion focuses on the number of people that will directly benefit from the improvement to

the Primary Infrastructure. What is the impact on the households, businesses, and/or the environment? Projects that affect a larger area of the district and/or more citizens will receive more points.

Table 5 USERS

USERS			
POINTS	Sanitary Sewer, Septic System, Storm Water, And Water Supply	Wastewater/Water Treatment Plants	Road, Bridge, And Culvert
10	> 300	> 25,000	> 20,000
8	200 - 300	15,000-24,999	15,000 to 20,000
6	100 - 199	2,000 – 14,999	10,000 to 14,999
4	50 - 99	1,000 – 1,999	5,000 to 9,999
2	< 50	< 1,000	< 5,000
1*			Public Transit Route

**One (1) additional point will be awarded to road, bridge, or culvert projects up to a maximum of ten (10) points on a designated bus route on over half the project limits.*

1. Road, Bridge, and Culvert Projects:

- a. The Average Daily Traffic (ADT) will be used to determine the direct users. Staff will multiply the ADT by 1.2 occupants, a standard conversion factor. If the structure is closed or posted the points will be awarded based on the documented traffic count prior to the restriction. For projects involving multiple roadway segments, the applicant must provide a length-weighted average ADT across all project segments. Continuous roadways that include multiple ADTs will be based on the Highest ADT.

The ADT for a road rehabilitation project must be for the specified leg or segment. The ADT for intersection projects must be for the road intersection.

- b. Indirect users will be considered for projects that have a Public Transit Route on over half of the project limits. Projects with a verified public transit route will receive one (1) extra point, up to the maximum of ten (10) points. Maps must be provided clearly identifying/delineating the bus routes, route number, length of route in project area, percent of project area served by the route.
- c. Points will be determined based on the supporting documentation. To verify the users for road, bridge, and culvert project, **provide a count from within the last three (3) years of the Average Daily Traffic in the supporting documentation.**

- d. The following supporting documentation will be accepted for review:
 - i. Computer-generated count of the current Average Daily Traffic (ADT) from the Ohio Department of Transportation (ODOT) Transportation Information Management System (TIMS).
 - ii. Manual count of the current Average Daily Traffic (ADT) using a method recognized by professional traffic engineers. Manual counts must have the official seal and signature of a certified Professional Engineer.
- e. All submitted projects will be evaluated and compared against other applicant projects received during the same program year. ADT and PCR data and supporting documentation will be subject to field verification by the DOPWIC Staff

2. Water Supply, Wastewater, Stormwater Projects:

- a. The household data will be used to determine the direct users. Staff will multiply the number of households by 2.19, using current and available U.S. Census: American Community Survey 1-Year Estimates average household size for Cuyahoga County.
- b. For projects located in multi-use areas (office, industrial, educational, commercial) provide the number of employees and/or students in the service area. If a residential area is located in the area, separately provide the number of households. Show any calculations used to determine total (direct and indirect) users.
- c. Indirect users will be considered only if the applicant demonstrates that the sewer, septic system or waterline being improved benefits a larger area than the residents on the street (i.e. the sewer, septic system or waterline is part of the community's overall distribution system). Maps and/or drawings must be provided clearly identifying/delineating the indirect users.
- d. Points will be determined based on the supporting documentation. To verify the users, any of the following supporting documentation will be accepted for review:
 - i. A Map that identifies Community Facilities from the Cuyahoga County Greenprint Explorer.
 - ii. A map that clearly delineates the Households directly connected to the infrastructure.
 - iii. A map that clearly delineates the connections to the Water/Sewer mains.
 - iv. A map that clearly delineates the Home Sewage Treatment Systems
 - v. Maps and/or drawings clearly identifying/delineating the indirect Users in the context of directional flow.
 - vi. Documentation of multi-use facilities noting number of employees, students, etc.

D. Infrastructure Age (Maximum Points: 17)

ORC 164.06(B)(2)

- 1. Depending on the infrastructure and related life expectancy, points will be determined for the Primary Infrastructure Project based on the original construction year or the year of the last **major** improvement.

Table 6

PROJECT TYPE	LIFE	POINTS					
		17	14	11	8	5	0
Bridge/Culvert	50	≤1976	1977-1987	1988-1998	1999-2009	2010-2020	2021-2026
Road	20	≤ 2006	2007-2010	2011-2015	2016-2019	2020-2023	2024-2026
Sanitary Sewer	50	≤1976	1977-1987	1988-1998	1999-2009	2010-2020	2021-2026
Septic System	20	≤ 2006	2007-2010	2011-2015	2016-2019	2020-2023	2024-2026
Solid Waste	50	≤1976	1977-1987	1988-1998	1999-2009	2010-2020	2021-2026
Storm Water	50	≤1976	1977-1987	1988-1998	1999-2009	2010-2020	2021-2026
Wastewater Treatment	30	≤ 1996	1997-2001	2002-2007	2008-2014	2015-2021	2022-2026
Water Supply	50	≤1976	1977-1987	1988-1998	1999-2009	2010-2020	2021-2026
Water Treatment	30	≤ 1996	1997-2001	2002-2007	2008-2014	2015-2021	2022-2026

2. The distinction between Minor and Major Improvements are defined as follows:

a. Road, Bridge, and Culvert Projects:

- i. **Roads** – Minor Improvements consist of crack sealing, shoot and chip, ditch cleaning, shoulder repair, sidewalk or driveway apron replacement, signalization, minor base repair, curb and gutter replacement, or minor resurfacing, such as an asphalt overlay. Any road improvement that replaces three (3) inches or more of surface or complete base and surface reconstruction will be considered a Major Improvement.
- ii. **Bridges and Culverts** – Minor Improvements are minor repairs to any structure to prolong the present life of the structure until a major rehabilitation or replacement can be completed. Any type of structural rehabilitation, replacement, or deck replacement to increase the useful life or design capacity of the structure shall be considered a Major Improvement.

b. Water Supply, Wastewater, Septic System Conversion and Stormwater Projects:

- i. **Sanitary Sewer System** – Cleaning of sewers, such as flushing of lines by sewer jets, or other minor repairs shall be considered Minor Improvements. Any other improvement to sanitary sewers to reduce or eliminate water quality impairments shall be considered a Major Improvement.
- ii. **Stormwater System** – Cleaning of sewers, such as flushing of lines by sewer jets, or other minor repairs shall be considered Minor Improvements. Any separation from sanitary sewer systems, as well as replacement due to deterioration and/or inadequate capacity shall be considered a Major Improvement.

- iii. **Wastewater or Water Treatment Systems** – Preventive maintenance projects and building repairs, such as masonry, grout, painting, or cleaning, that do not repair or improve treatment systems shall be considered Minor Improvements. Improvements to wastewater treatment systems, such as structural repair/rehabilitation to expand capacity or upgrade treatment systems and levels shall be considered a Major Improvement.
- iv. **Water Mains and Laterals** – Repair of leaks in the supply system, repairs to house connections or the addition of house connections to the system shall be considered Minor Improvements. Any cleaning and relining, enlargement (by pipe size or expansion of the distribution system) or replacement to the supply system shall be considered a Major Improvement.
- v. **Septic System Conversions** - Installation of new sanitary sewer system in areas with structures that have been previously serviced with Household Sewage Treatment Systems (Septic Systems). Any improvement to the overall water quality by eliminating and abandoning antiquated and failing septic systems shall be considered a Major Improvement.

E. Infrastructure Condition (Maximum Points: 45)

ORC 164.06(B)(2) and 164.14(E)(9)

1. The condition is based on the amount of deterioration within the defined project limits, that is documented by the applicant, and field verified by the staff.

Table 7

CONDITION RATING	DESCRIPTION	POINTS
Closed or Not Operating	The condition is unusable, or dangerous and unsafe. The primary components have failed. The infrastructure is not functioning, has posted load restrictions, or is closed, and requires replacement.	45
Imminent Failure	The components of the infrastructure are causing or contributing to a serious non-compliance situation. The infrastructure is functioning at seriously diminished capacity and imminent failure is anticipated. Repair and/or replacement is required to eliminate the imminent condition and meet current design standards.	40
Critical	The condition is causing or contributing to a non-compliance situation and is threatening the intended design level of service. The infrastructure is functioning at diminished capacity. Repair is required to eliminate the critical condition and meet current design standards.	35

Poor	The condition is substandard and requires repair to return to the intended level of service and comply with current design standards. Infrastructure contains deficiencies and is functioning at a diminished capacity.	30
Fair	The condition is average, not good, or poor. The infrastructure is still functioning as originally intended. Minor deficiencies exist requiring repair to continue to function as originally intended and/or to meet current design standards.	20
Good	The condition is safe and suitable for purpose. Infrastructure is functioning as originally intended. Routine maintenance and periodic repairs required to maintain integrity.	10
New	The condition is new or requires no repair. Or no supporting documentation has been submitted.	0

Condition is rated exclusive of capacity, serviceability, and health and safety issues. For purposes of the application, the applicant must provide an assessment of the infrastructure components to be repaired or replaced according to the definitions below. Engineer's estimates will be considered in evaluating the repair and/or replacement that is required to improve the current condition and meet current design standards.

- 2. Road, Bridge, and Culvert Projects:** Describe the actual condition of the road or bridge/culvert. To demonstrate the current condition, any of the following supporting documentation will be accepted for review:
- a. Posted Restrictions
 - b. General Appraisal
 - c. Sufficiency Rating
 - d. Pavement Condition Rating (PCR) Reports
 - i. PCR Reports may be obtained from the ODOT- Transportation Information Mapping System: <https://tims.dot.state.oh.us/tims>
 - ii. PCRs conducted by Applicant must be submitted on the [ODOT PCR form AND using the ODOT Rating system](#), must include the official seal and signature of a certified Professional Engineer.
 - e. Maintenance Records

The PCR for projects that include multiple roadways segments will be based on the weighted average of the roadway length. Continuous roadways that include multiple PCRs will be based on the Weighted Average of the roadway segment lengths.

All submitted projects will be evaluated and compared against other applicant projects received during the same program year. ADT and PCR data and supporting documentation will be subject to field verification by the DOPWIC Staff

3. **Water Supply, Wastewater, Septic System Conversion, Stormwater Projects:**
Describe the actual condition of the pipes. Specify the deficient conditions of the water, wastewater, or stormwater infrastructure.

a. If this is a Water Supply project, include the frequency of watermain breaks and provide a five* (5) year break rate using the formula below:

$$\frac{\text{\# of breaks}}{(\text{Length in miles})(5 \text{ Years})}$$

*Note: Break Rates published by the Cleveland Water Department are typically calculated over a longer period so the applicant must calculate the break rate specifically using the last 5 years of data and show the calculation.

b. Points will be determined based on the supporting documentation and field verification. To demonstrate the current condition, any of the following documentation will be accepted for review:

- i. Televised underground system reports,
- ii. Septic system assessments, or other similar reports – failed systems
- iii. Watermain Break Rates
- iv. Combined Sewer Overflow Reports
- v. Sanitary Sewer Overflow Reports – Volume of overflow
- vi. Maintenance Records
- vii. Documented Infiltration & Inflow (I/I) Issues

All documents provided must contain the source material, date of publication, and the name and contact information of the preparer.

F. Health and Safety (Maximum Points: 55)

ORC 164.06(B)(4), 164.14(E)(1), and 164.14(E)(2)

1. Overview:

a. If the infrastructure is believed to cause an unsafe or unhealthy situation, it is necessary to describe the settings. Points are awarded based on the Primary Infrastructure. The applicant should include the type, frequency, and severity of the health and/or safety problem(s) that will be eliminated or reduced by the project.

Table 8

HEALTHY AND SAFETY RATING	HEALTH AND SAFETY	POINTS
Continuous Problem with Severe Factors	Ongoing documented health and safety problems with documented multiple critical factors, or the nature of the problem warrants additional consideration, and the project will greatly reduce or eliminate the health and safety risks.	55
Continuous Problem	Ongoing documented health and safety problems, and the project will greatly reduce or eliminate the health and safety risks.	50
Intermittent Problem with Severe Factors	Intermittent documented health and safety problems with documented critical factors, or the nature of the problem warrants additional consideration, and/or the project will improve the infrastructure condition but does not reduce or eliminate the health and safety risks.	45
Intermittent Problem	Intermittent Problem – Intermittent documented health and safety problems, and/or the project will improve the infrastructure condition but does not reduce or eliminate the health and safety risks.	35
Minor/Potential Problem	Minor or potential documented health and safety problems.	20
Preventive Measures	Preventive Measures - Insufficient documentation provided or the project has been submitted to avoid a potential problem	10
No Documented Problem	Application does not indicate a health or safety problem.	0

- b. The Health and/or Safety situation and its frequency and/or magnitude:
 Stating that the situation is unsafe or unhealthy without offering any supporting evidence or rationale is not sufficient. In all cases, specific documentation is required. Problems cited which are poorly documented will receive fewer points. Describe the health and/or safety situation resulting from the current infrastructure. Describe the frequency and magnitude of the problem. All supporting documentation must be sourced and dated. Describe how the proposed project will eliminate or reduce the health or safety issue within the project limits.

The following are examples of metrics, rates, incidents and other indicators of the magnitude of the health/safety situation yet are not exclusive.

2. Road, Bridge, and Culvert Projects:

- a. Provide descriptions and supporting documentation of lane closures, reduced levels of service and load rating restrictions.
- b. Provide descriptions and supporting documentation of Health or Safety problems or risks due to operating or surface condition problems
- c. Provide descriptions and supporting documentation of design concerns such as the presence of a sharp curve, poor sight distance, etc. as well as access limitations or degradation. Note how the design of the existing condition is correlated to accident rates,
- d. Crash Rates:
Are vehicular accidents attributable to the problems cited? Do they involve injuries or fatalities? The DOPWIC requires AASHTOWARE Safety or ODOT's GIS Crash Analysis Tool (GCAT) analysis of your project's crash rates and severity. Obtain the most recent three-year crash history within your project area using AASHTOWARE Safety or ODOT's GIS Crash Analysis Tool (GCAT). Review and verify that the data points returned in your crash history search are located within the project limits and are applicable to your project area. Describe how the proposed safety improvements will reduce accidents and other safety risks. **Provide copies of all data and calculations to support your analysis results.** If crash fatalities have occurred within your analysis period, include copies of the fatal crash reports with your submitted documents.
- e. Information and resources can be found at the following links.
 - i. **Ohio Department of Public Safety:**
<https://publicsafety.ohio.gov/wps/portal/gov/odps/what-we-do/crash-reports>
 - ii. **Ohio Department of Transportation: ODOT's Transportation Information Mapping System (TIMS) and ODOT's GIS Crash Analysis Tool (GCAT):**
<https://tims.dot.state.oh.us/tims>
(New GCAT users will be asked to submit a request for access.)
 - iii. **Ohio Department of Transportation: AASHTOWare Safety Analysis Tool**
<https://ohiodot.aashtowaresafety.com/signin>
 - iv. **Crash Modification Factors Clearinghouse:**
<http://www.cmfclearinghouse.org>
- f. Calculation
Provide the crash rate using the crash data and analysis per the following formula. Show the detailed calculation.
 - i. **Roadway Segment Crash Rate, Million Vehicle Miles Traveled (MVMT)**

*ADT = Average Daily Traffic

$$\text{CRASH RATE} = \frac{(\text{3 year crash total})}{(\text{3 years})(\text{ADT})(\text{365 days/year})(\text{section length})} \times 1,000,000$$

= crashes per million vehicle miles traveled

* See pg. 14 for the appropriate ADT

Do not include intersection crashes in the calculation of the segment crash rate.

ii. **Intersection Crash Rate, Crashes per Million Approach**

$$\text{CRASH RATE} = \frac{(\text{3 year crash total})}{(\text{3 years})(\text{intersection approach volume/day})(\text{365 days/year})} \times 1,000,000$$

= crashes per million approach vehicles

If access to or use of the above resources is not available/feasible, provide documentation of the existing safety deficiencies in the form of:

- a certified statement from a public safety official.
- Police Reports of Crashes in Project Area ONLY
- a signed and stamped statement/report from a qualified consultant.

Include copies of all relevant source material, with name and contact information for the above sources.

3. Water Related Projects:

The Northeast Ohio Regional Sewer District (NEORS), the Cuyahoga County Board of Health (CCBH), and the Cleveland Water Department (CWD) will provide technical support in evaluating these project applications and can provide applicants with data and supporting reports for the project area. Contact these agencies early if seeking their data for your application. All supporting documents must be from an authorized public agency or qualified consultant, cite the source material, date of publication, and the name and contact information of the preparer.

a. Sanitary Sewer Systems, Stormwater Systems, and Septic Systems:

Provide evidence and documentation of combined sewer overflows or illicit discharges of contaminated water, non-point source pollution from sewer overflows or septic systems, breaks of sewer lines, etc. Quantify infiltration and inflow (I/I) and/or combined or separate sewer overflows specific to the project area.

Describe any legal orders from a court or regulatory agency and summarize the order

including the reasons for the orders and submit supporting documentation. Provide the following information specific to the project area:

- i. Indicate how often widespread flooding or overflow events occurs, the volume or flow of each event, and whether the designed storm year has been exceeded.
 - ii. Describe damage to land, structures, and/or the environment. Include reports such as Basement Back Up documentation.
 - iii. For combined sewer overflows reference the NEORSO Combined Sewer Program and Identification number assigned to the overflow, or your local Combined Sewer Program documentation.
 - iv. For Household Sewage Treatment Systems (HSTS) discharging into the public waterways provide current (preferable within the last year) and relevant documentation from CCBH, or any other entity that can support the claims of the level of contamination.
 - v. Indicate how many illicit discharges will be eliminated as part of the project area.
 - vi. Describe National Pollutant Discharge Eliminations Systems (NPDES) exceedances or shortfalls. Provide the associated permit(s) and monitoring data/reports.
 - vii. Attach or provide hyperlinks to results of any testing, monitoring, or modeling that verifies and/or quantifies water quality and quantity issues in the project area including yet not limited to:
 - CCBH Stormwater Inspection Reports,
 - Annual Stormwater Reports
 - Local Sewer System Evaluation Study (LSSES),
 - Pipeline Assessment Certification Program (PACP) Reports
 - CCBH Household Sewage Treatment Systems (HSTS) Evaluations.
- b. Wastewater or Water Treatment Plants:
DOPWIC will prioritize projects that repair or improve treatment systems over maintenance projects, such as building repairs, masonry, grout, painting, or cleaning.
- c. Water Mains and Laterals:
- i. Describe the current capacity or pressure compared to that needed for adequate fire protection. Describe any instances of water main breaks impacting water quality in the project area.
 - ii. For water supply project applications seeking break rates and other characterization from Cleveland Water Department, complete the CWD Health and Safety form with plenty of lead time prior to the DOPWIC application submission deadline. Include any required supporting data for the Sewer, Septic, Water, Wastewater attachment. The CWD typically assesses water main projects on the following:
 - Water Main Break Rate (calculated from most recent 5 years)
 - Recent Break Trend & Undermining
 - Fire flow Deficit
 - Water Quality
 - Pavement Protection
 - Beneficiaries & Transmission

- LeadConnections

The CWD uses these criteria in assisting the DOPWIC staff in reviewing water supply projects.

G. Local Match (Maximum Points: 20)

ORC 164.06(B)(6), 164.06(B)(7), 164.14(E)(4), and 164.14(E)(6)

The Financial Resources section of the OPWC WorksWise Application for Financial Assistance will be used to determine points for Local Match.

$$\text{Points} = \left(\frac{\$ \text{ Subtotal Local Resources}}{\$ \text{ Total Estimated Costs}} \right) \times 20$$

Projects will be awarded points in this category based on the total Non OPWC matching funds provided, including ability and effort of local subdivisions to assist in financing as well as federal and state grants. Applicants must provide documentation (e.g., award letters) from the funding source(s) and/or certification that the Local Revenues are committed to this project.

The Financial Resources section of the OPWC WorksWise Application for Financial Assistance will be used to determine the Local Match.

H. Loan Incentive (Maximum Points: 10)

ORC 164.06(B)(5)

The Financial Resources section of the OPWC WorksWise Application for Financial Assistance will be used to determine points for Loan.

$$\text{Points} = \left(\frac{\$ \text{ Loan or Loan Assistance amount Request}}{\$ \text{ Total Estimated Costs}} \right) \times 10$$

Points are awarded to applicants that request a loan as a percentage of the Total Estimated Cost.

I. Access to Funds (Maximum Points: 6)

ORC 164.06(B)(10) and 164.14(E)(10)

To ensure an equitable distribution of the funds, Applicants that have not received assistance in recent Program Years will receive up to 6 points.

Table 9

YEARS WITH NO FUNDING	LAST ROUND FUNDS AWARDED	POINTS FOR GRANT	POINTS FOR 100% LOAN ONLY
≥ 7 Years	FY 2021 or before	6	6
5 – 6 Years	FY 2022 & FY 2023	4	5
3 – 4 Years	FY 2024 & FY 2025	2	3
≤ 2 Years	FY 2026 & FY 2027	0	1

The number of points awarded will be determined based on the type of funds awarded. Applicants that have received any grant funds in the last six (6) fiscal years will receive the Points for Grant, this includes grant/loan combination awards. Applicants that have only been awarded loan funds in the last six (6) fiscal years will receive the points for 100% Loan Only. **All bridge projects are not subject to Access to Funds criteria and automatically receive full points.** See Applicant Look-up in Table 10.

Table 10

Applicant	Last Fiscal Year (FY) Funded	Years With No Funds	Funding Type Awarded	Access to Funds Points
Bay Village	FY 2024	3 – 4 Years	100% Loan	3
Beachwood	FY 1992	≥ 7 Years	Grant	6
Bedford	FY 2022	5 – 6 Years	100% Loan	5
Bedford Heights	FY 2022	5 – 6 Years	Grant	4
Bentleyville	FY 2012	≥ 7 Years	Grant	6
Berea	FY 2024	3 – 4 Years	Grant	2
Bratenahl	FY 2002	≥ 7 Years	Grant	6
Brecksville	FY 2021	≥ 7 Years	100% Loan	6
Broadview Heights	FY 2019	≥ 7 Years	100% Loan	6
Brook Park	FY 2025	3 – 4 Years	Grant	2
Brooklyn	FY 2000	≥ 7 Years	Grant	6
Brooklyn Heights	FY 2026	≤ 2 Years	Grant	0
Chagrin Falls Township	Never Applied	≥ 7 Years	N/A	6
Chagrin Falls Village	FY 2027	≤ 2 Years	Grant	0
Cleveland	FY 2027	≤ 2 Years	Grant	0
Cleveland Heights	FY 2023	5 – 6 Years	Grant	4
County Department of Public Works	FY 2027	≤ 2 Years	Grant	0
Cuyahoga Heights	FY 2012	≥ 7 Years	Grant	6
East Cleveland	FY 2027	≤ 2 Years	Grant	0

Euclid	FY 2022	5 – 6 Years	Grant	4
Fairview Park	FY 2027	≤ 2 Years	100% Loan	1
Garfield Heights	FY 2027	≤ 2 Years	Grant	0
Gates Mills	FY 2010	≥ 7 Years	Grant	6
Glenwillow	FY 2027	≤ 2 Years	Grant	0
Highland Heights	FY 2016	≥ 7 Years	Grant	6
Highland Hills	FY 2009	≥ 7 Years	Grant	6
Hunting Valley	FY 2012	≥ 7 Years	Grant	6
Independence	FY 2027	≤ 2 Years	Grant	0
Lakewood	FY 2027	≤ 2 Years	Grant	0
Linndale	Never Applied	≥ 7 Years	N/A	6
Lyndhurst	FY 2027	≤ 2 Years	Grant	0
Maple Heights	FY 2027	≤ 2 Years	Grant	0
Mayfield Village	FY 2015	≥ 7 Years	Grant	6
Mayfield Heights	FY 2027	≤ 2 Years	Grant	0
Middleburg Heights	FY 2025	3 – 4 Years	Grant	2
Moreland Hills	FY 2010	≥ 7 Years	Grant	6
Newburgh Heights	FY 2027	≤ 2 Years	Grant	0
North Olmsted	FY 2010	≥ 7 Years	Grant	6
North Randall	FY 2015	≥ 7 Years	Grant	6
North Royalton	FY 2013	≥ 7 Years	Grant	6
Oakwood Village	FY 2027	≤ 2 Years	Grant	0
Olmsted Falls	FY 2017	≥ 7 Years	Grant	6
Olmsted Township	FY 2026	≤ 2 Years	Grant	0
Orange	FY 2013	≥ 7 Years	Grant	6
Parma	FY 2027	≤ 2 Years	Grant	0
Parma Heights	FY 2010	≥ 7 Years	Grant	6
Pepper Pike	FY 2026	≤ 2 Years	100% Loan	1
Richmond Heights	FY 2025	3 – 4 Years	Grant	2
Rocky River	FY 2026	≤ 2 Years	100% Loan	1
Seven Hills	FY 2016	≥ 7 Years	Grant	6
Shaker Heights	FY 2026	≤ 2 Years	Grant	0
Solon	FY 2012	≥ 7 Years	Grant	6
South Euclid	FY 2014	≥ 7 Years	Grant	6
Strongsville	FY 2027	≤ 2 Years	Grant	0
University Heights	FY 2008	≥ 7 Years	Grant	6
Valley View	FY 2011	≥ 7 Years	Grant	6
Walton Hills	FY 2026	≤ 2 Years	Grant	0
Warrensville Heights	FY 2019	≥ 7 Years	Grant	6
Westlake	FY 2013	≥ 7 Years	Grant	6
Woodmere	FY 2022	5 – 6 Years	Grant	4

J. Community or Economic Development/Benefit (Maximum Points: 3)

ORC 164.06(B)(10), 164.14(E)(3) and 164.14(E)(10)

1. The scoring for community and economic development will balance the need to support existing investments made in residential and commercial areas of communities with the need for continued economic growth. Points will be awarded in only one category based on the information provided by the applicant. Indicate whether the project is a Community Development Project OR Economic Development Project.
 - a. Community Development Projects are projects that will develop unutilized or under-utilized land and preserve and/or enhance a neighborhood or an existing commercial corridor. See Table 11.
 - b. Economic Development Projects are projects that will develop unutilized or under-utilized land for private development that will create jobs and increase the value of adjacent land. See Table 12.

2. Provide a brief statement detailing how the project will enhance community or economic development. Include:
 - a. The type of development point you are seeking: community or economic
 - b. Whether it is a new or existing commercial, residential, industrial, office or manufacturing development.
 - c. Project's stage of development: conceptual, right-of-way acquisition, design, site preparation or construction.
 - d. Number of parcels, land acres or square feet to be redeveloped or developed.
 - e. I f r e d e v e l o p m e n t, how many of the parcels are or were certified brownfields and the status of the cleanup?
 - f. Provide a site plan for development project.
 - g. Describe how transit, pedestrian and/or bicycle facilities are being retained or will be included in the development.
 - h. Anticipated benefits: jobs (created or retained), taxes, etc.
 - i. State whether the project is located within or along an existing commercial district.

Table 11

COMMUNITY DEVELOPMENT	POINTS
Infrastructure project is needed to redevelop unutilized or under-utilized parcels into a community asset.	3
Infrastructure project is located in or along an existing commercial district.	2
Neighborhood preservation project.	1
Speculative development project or one that will cause the transfer of jobs from one community to another community.	0

Table 12

ECONOMIC DEVELOPMENT	POINTS
Infrastructure project is required to restore an unutilized, under-utilized, or vacant parcel into an economic development asset – commercial, office, industrial, or manufacturing.	3
Infrastructure project is required for a new economic development asset- office, industrial, or manufacturing.	2
Infrastructure project is needed for a new commercial development on undeveloped land.	1
Speculative development project or one that will cause the transfer of jobs from one community to another community.	0

K. Multi-Jurisdictional Projects (Maximum Points: 2)

ORC 164.06(B)(10) and 164.14(E)(10)

Points will be based on the information the applicant provides in the Multi-Jurisdictional Projects table in the application supplement. See Table 13. This criterion is based on the local share contributions by other communities or the County in District One. The points will be awarded only if the cooperative agreement or a letter of intent that includes signatories of all parties indicating a subdivision’s financial commitment and all required cooperative agreements are **submitted by December 15 of the program year**.

Table 13

Is the Applicant Collaborating with other Subdivisions?	POINTS
Yes Collaboration	2
No Collaboration	0

L. Economic Health (Maximum Points: 23)

ORC 164.06(B)(8)

1. Data from the most current U.S. Census Bureau American Community Survey 5-Year Estimates (2019–2023) will be used to calculate two sets of points. Up to 11.5 points are associated with Per Capita Income ranges (Table 14) and up to another 11.5 points are associated with Percentage of Households Below Poverty ranges (Table 15). For a given community, the sum of these two points comprises their total points for Economic Health, for a maximum of 23 points.
2. The FY 2026 points are based on bell curves of the data sets, with five (5) scoring categories associated with the standard statistical deviation away from the mean PCI, **\$55,877**, and mean Percentage of Households Below Poverty, **10.3%**. The sum of the two will be the total Economic Health Score. See the Applicant Look Up Table in Table 16.

Table 14

Per Capita Income	Points
≤ \$26,894	11.5
\$26,895 - \$55,877	9.5
\$55,878 - \$84,860	7.5
\$84,861 - \$113,843	5.5
≥ \$113,844	3.5

Table 15

Percent of Households Below Poverty	Points
≥ 24.5%	11.5
17.4% - 24.4%	9.5
10.4% - 17.3%	7.5
3.3% - 10.3%	5.5
≤ 3.2%	3.5

- A project submitted by the Cuyahoga County Department of Public Works, on behalf of a County community, will be awarded the Economic Health Points based on the owner of the asset.
- A Multi-Subdivision project score in Economic Health will be based on the percentage (project length or area) of the partnering communities, as provided in the Project Description section.

Table 16

Applicant	Per Capita Income (PCI)	PCI Points	Percent Households Below Poverty	Percent Population Below Poverty Points	Total Points
Bay Village	\$69,148	7.5	5.8%	5.5	13.0
Beachwood	\$69,275	7.5	4.6%	5.5	13.0
Bedford	\$33,940	9.5	12.9%	7.5	17.0
Bedford Heights	\$34,580	9.5	15.4%	7.5	17.0
Bentleyville	\$123,720	3.5	3.2%	3.5	7.0
Berea	\$38,652	9.5	7.9%	5.5	15.0
Bratenahl	\$109,157	5.5	5.1%	5.5	11.0
Brecksville	\$67,278	7.5	4.2%	5.5	13.0
Broadview Heights	\$58,413	7.5	6.0%	5.5	13.0
Brook Park	\$35,426	9.5	7.6%	5.5	15.0
Brooklyn	\$35,008	9.5	11.7%	7.5	17.0
Brooklyn Heights	\$42,180	9.5	4.4%	5.5	15.0
Chagrin Falls	\$89,609	5.5	5.2%	5.5	11.0
Cleveland	\$28,266	9.5	29.4%	11.5	21.0
Cleveland Heights	\$46,521	9.5	14.3%	7.5	17.0
County Department of Public Works	\$42,747	9.5	16.4%	7.5	17.0
Cuyahoga Heights	\$40,681	9.5	7.1%	5.5	15.0
East Cleveland	\$22,734	11.5	45.4%	11.5	23.0
Euclid	\$31,470	9.5	19.0%	9.5	19.0

Fairview Park	\$46,965	9.5	8.7%	5.5	15.0
Garfield Heights	\$27,666	9.5	20.1%	9.5	19.0
Gates Mills	\$145,553	3.5	8.5%	5.5	9.0
Glenwillow	\$48,071	9.5	13.2%	7.5	17.0
Highland Heights	\$68,017	7.5	4.2%	5.5	13.0
Highland Hills	\$25,214	11.5	12.5%	7.5	19.0
Hunting Valley	\$157,521	3.5	6.8%	5.5	9.0
Independence	\$58,711	7.5	4.1%	5.5	13.0
Lakewood	\$52,111	9.5	11.9%	7.5	17.0
Linndale	\$31,194	9.5	18.5%	9.5	19.0
Lyndhurst	\$55,875	9.5	4.2%	5.5	15.0
Maple Heights	\$26,092	11.5	18.4%	9.5	21.0
Mayfield Heights	\$41,257	9.5	11.4%	7.5	17.0
Mayfield Village	\$66,465	7.5	4.2%	5.5	13.0
Middleburg Heights	\$44,473	9.5	4.7%	5.5	15.0
Moreland Hills	\$107,850	5.5	3.2%	3.5	9.0
Newburgh Heights	\$35,116	9.5	11.0%	7.5	17.0
North Olmsted	\$46,490	9.5	9.2%	5.5	15.0
North Randall	\$34,889	9.5	15.3%	7.5	17.0
North Royalton	\$46,865	9.5	5.8%	5.5	15.0
Oakwood	\$36,005	9.5	13.1%	7.5	17.0
Olmsted Falls	\$49,087	9.5	7.3%	5.5	15.0
Olmsted Township	\$46,162	9.5	7.7%	5.5	15.0
Orange	\$89,949	5.5	17.2%	7.5	13.0
Parma	\$36,896	9.5	10.5%	7.5	17.0
Parma Heights	\$37,555	9.5	13.9%	7.5	17.0
Pepper Pike	\$120,653	3.5	1.9%	3.5	7.0
Richmond Heights	\$39,752	9.5	9.2%	5.5	15.0
Rocky River	\$68,274	7.5	7.2%	5.5	13.0
Seven Hills	\$49,252	9.5	4.7%	5.5	15.0
Shaker Heights	\$72,806	7.5	8.2%	5.5	13.0
Solon	\$69,798	7.5	4.5%	5.5	13.0
South Euclid	\$39,651	9.5	9.6%	5.5	15.0
Strongsville	\$54,979	9.5	5.8%	5.5	15.0
University Heights	\$44,523	9.5	12.1%	7.5	17.0
Valley View	\$56,891	7.5	4.7%	5.5	13.0
Walton Hills	\$62,169	7.5	7.9%	5.5	13.0
Warrensville Heights	\$28,885	9.5	16.7%	7.5	17.0
Westlake	\$69,306	7.5	6.5%	5.5	13.0
Woodmere	\$38,942	9.5	15.7%	7.5	17.0

M. Coordinated Infrastructure Projects (Maximum Points: 4)

ORC 164.06(B)(10) and 164.14(E)(10)

1. To capitalize on infrastructure investments, the DOPWIC will award points for projects that coordinate road, bridge, and culvert improvements with water, stormwater, and/or wastewater infrastructure improvements. See Table 17.
2. Points will be based on the information provided on page 1 of the Application Supplement. The DOPWIC will award 1 point for each secondary infrastructure component for a maximum of four (4) points. In order to receive points for this criteria, the secondary infrastructure components must be included in the Engineer’s Estimate. Describe how these are additional components to the primary infrastructure project in the Application Supplement.
3. Catch basin and manhole adjustments as well as underdrains are considered incidental to road projects and do not count toward coordinated infrastructure.
4. Repairs to a combined sewer is considered one type of infrastructure only and does not count toward coordinated infrastructure. However, separating a combined sewer into two separate systems will be awarded coordinated infrastructure points.

Table 17

SECONDARY INFRASTRUCTURE COMPONENTS	Points
Bridge	1
Culvert	1
Road	1
Sanitary Sewer	1
Septic System	1
Storm Water	1
Wastewater/Water Treatment	1
Water Supply	1

N. Generation of User Fees (Maximum Points: 5)

ORC 164.06(B)(3)

1. Points will be awarded to projects that do not benefit from user fees for general revenue. See Table 18.
2. In general, by their very nature, utility projects and treatment plants do indeed generate user fees which may, directly or indirectly, subsidize infrastructure projects. Examples of revenue-generating infrastructure include:

- a. Wastewater Treatment Plants; Septic Conversion
- b. Water Treatment Plants
- c. Water transmission lines
- d. Sanitary Sewer interceptors

(Non-toll) road, bridge and culvert infrastructure, by their nature, do not generate user fees. Therefore, the Project Type selected in the Project section of the OPWC WorksWise Application will determine eligibility for the User Fee points.

Table 18

Project Type	Points
Bridge	5
Culvert	5
Road	5
Water Supply	0
Wastewater; Septic Conversion	0
Stormwater	0

VII. Small Government Evaluation Criteria

- A. The OPWC administers a funding assistance program for villages and townships with populations in the unincorporated areas of less than 5,000. Project applications are selected from those not funded through the 19 District committees. As of May, 2026, Districts may submit **nine (9)** applications for a “second chance” to obtain a grant, loan, or grant/loan combination. The DOPWIC Staff will evaluate and score the applications eligible for the Small Government Program utilizing both the DOPWIC methodology, and the OPWC Small Government Commission methodology. Small Government applicants must use the Small Government Supplement Forms that include all materials that the Small Government Commission uses to score its applications as well as worksheets now provided in the latter section of the DOPWIC Application Supplement.
- B. OPWC manages the details of the Small Government applications independent of the DOPWIC so **always check the Small Government website** for the latest requirements, forms and criteria factors:
<https://publicworks.ohio.gov/programs/infrastructure/government>
- C. Notes:
 - 1. Submit the OPWC Small Government Self Score form and use the DOPWIC Self Score Rationale Worksheet to describe rationale and/or show calculations justifying each score.

2. Ability and Effort Score: For road, bridge and culvert projects, the DOPWIC Staff will base the Ability and Effort Score on the Applicant's draft assessment, and the equations/worksheets that show fund details, recognizing that this can be changed during the Small Government Cure period. For all water projects, applicants should provide an Ability and Effort score from the most recent prior year application since this actual score will ultimately be provided by the OPWC.
3. Small Government Applicants must submit the specific Small Government Engineer's Plan Status Certification form from the OPWC Small Government Website. The Status of Plans included in the DOPWIC (Standard) Application Supplement WILL NOT be considered by the OPWC Small Government Commission. If the Engineer's Plan Status Certification is supplied and more tasks are completed prior to the Small Government deadline, a revised Certification will need to be submitted to the State to obtain credit.
4. The DOPWIC Small Government Subcommittee will assign District One Priority Points at the DOPWIC Small Government Subcommittee meeting.
5. The DOPWIC Small Government Subcommittee will identify up to **nine (9)** projects ranked in priority order for the OPWC Small Government Program to be submitted in the District One Project Slate.
6. The DOPWIC Small Government score may not be the same as that calculated by the Small Government Administrator. The DOPWIC score is only used as an indicator as to which applications are likely to be more competitive at the state level.
7. Complete and correct supporting documentation must be provided to be awarded Small Government points. To ensure an accurate Small Government evaluation, complete and submit the OPWC Small Government Program Applicant Checklist along with your application.
8. The DOPWIC Small Government Subcommittee does not determine which projects will be funded. The Small Government Commission makes all funding decisions.

For Small Government materials including the Small Government Applicants Manual which details Small Government policies, procedures, and required materials, see the OPWC Small Government website <https://publicworks.ohio.gov/programs/infrastructure/government>