



SAFE CLEAN WATER PROGRAM

**Handbook for
Municipalities**

Safe, Clean Water Program

Handbook for Municipalities



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Introduction

The Safe, Clean Water Program (SCW Program) provides local, dedicated funding to increase regional water supply, improve water quality, and enhance communities throughout Los Angeles County. The SCW Program is organized into three sub-programs, each of which allow for Municipalities to interact and participate in different ways:

- The Municipal Program receives forty percent (40%) of the funding from the SCW Program that is allocated to cities as local return. Cities receive direct funding from the Los Angeles County Flood Control District via the Municipal Program proportional to the revenues generated within its boundaries. The Municipal Program is designed to maximize the ability of local governments to address local stormwater and urban runoff challenges and opportunities.
- The Regional Program receives fifty percent (50%) of the funding from the SCW Program for the implementation of multi-benefit projects and programs that will increase water supply, improve water quality, and provide community enhancements. Within the Regional Program, there is an Infrastructure Program (receives not less than 85% of the Regional Program funds), a Technical Resources Program (not more than 10% of the Regional Program funds), and a Scientific Studies Program (not more than 5% of the Regional Program funds). Municipalities can apply, and are encouraged to collaborate with other potential applicants, for Regional Program funds. Watershed Coordinators are funded through the Technical Resources Program and are available to Municipalities to connect Regional Program applicants with technical resources and build inclusion and meaningful engagement in pursuit of SCW Program Goals.
- The District Program receives ten percent (10%) of the funding from the SCW Program for administration and for implementation of the District Education Program which includes, but is not limited to, public education and community engagement (including a sustained education and engagement program for disadvantaged communities), local workforce job training, and schools' education and curriculum programs. The District coordinates and provides support for

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Municipalities related to administration and adaptive management of the SCW Program. The District Education Program is District-wide and provides resources and services for Municipalities and other stakeholders.

This April 2022 Handbook for Municipalities provides consolidated information on existing requirements and guidance, with a focus on the Municipal Program, including:

- Municipal Program Ordinance Requirements (excerpts from Chapter 16 and Chapter 18) of the Los Angeles County Flood Control District Code
- Fund Transfer Agreement Requirements
- Timelines for the Municipal Program
- Eligible and Ineligible Expenditures
- Frequently Asked Questions (FAQ)
- Other ongoing and related efforts that may be useful to Municipalities for SCW Program implementation.

Note that for any information or questions that are not answered in this Handbook, the following SCW Program contact information can be used:

- Email: SCWPMunicipal@pw.lacounty.gov
- Hotline: 1-833-ASK-SCWP or 1-833-275-7297

This Handbook will be updated through adaptive management of the SCW Program. Handbook updates and up-to-date information about other SCW Program elements will be available on the SCW Program website.. Specific links for information are noted throughout the Handbook and can be accessed through the main SCW Program website: <https://safecleanwaterla.org/>.

Municipal Program in the Safe, Clean Water Program

The Los Angeles County Flood Control District Code (Code) establishes the SCW Program and the Municipal Program. The following sections of this Handbook highlight portions of the Code related to the Municipal Program. The full Code is available at the following location: [LA County Flood Control District Code](#) and, in addition to information about the Municipal Program, contains information for the overall SCW Program and for the Regional and District Programs.

Chapter 16 Provisions Related to the Municipal Program

Chapter 16, or the “Los Angeles Region Safe, Clean Water Program” Ordinance, establishes the Municipal Program and contains the following information specific to the Municipal Program:

- **Definitions-** Section 16.03 provides clarifications for terms used throughout the Ordinance, including those for Municipality, Municipal Program, and Project, among others. Municipalities should refer to this section for specifics.
- **Expenditure Plan** - Section 16.04 defines that the tax revenues shall be allocated to the Municipal Program as follows:

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- “Forty percent (40%) shall be allocated to Municipalities within the District, in the same proportion as the amount of revenues collected within each Municipality, to be expended by those cities within the cities’ respective jurisdictions and by the County within the unincorporated areas that are within the boundaries of the District, for the implementation, operation and maintenance, and administration of Projects and Programs, in accordance with the criteria and procedures established in this Chapter.”¹
- “The District, and Municipalities within the boundaries of the District, may use the funds from the Special Parcel Tax to finance bonds issued by the District or Municipalities so long as the bond proceeds are used for the Projects and Programs that are eligible for funding under the SCW Program.”
- **Program Elements** – Section 16.05 states that “SCW Program funds shall be transferred to Municipalities, Infrastructure Program Project Developers and the District in advance of eligible expenditures taking place. Prior to their receipt of SCW Program funds, Municipalities and Infrastructure Program Project Developers must enter into an agreement with the District to transfer SCW Program funds.” Eligible and ineligible expenditures are also defined as part of the Program Elements. These expenditures are expanded upon in the section below, with appropriate references to the ordinance indicated.
- **Independent Audit** - Section 16.07 states that “Municipalities shall be subject to an independent audit of their use of the SCW Program funds not less than once every three (3) years. Audits of Municipalities shall be funded with Municipal Program funds.
- **Lapsed Funds** – Section 16.11 specifies that:
 - “Municipalities and Infrastructure Program Project Developers shall be able to carry over uncommitted Special Parcel Tax funds for up to five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality or Infrastructure Program Project Developer. Additional requirements may be included in the Transfer Agreement.
 - Municipalities and Infrastructure Program Project Developers who are unable to expend SCW Program funds in a timely manner shall be subject to lapsing funds procedures. Lapsed funds are funds that were transferred to a Municipality or an Infrastructure Program Project Developer, but were not committed to eligible expenditures by the end of the fifth (5th) fiscal year after the fiscal year in which those funds were transferred from the District.
 - Lapsed funds shall be allocated by the Watershed Area Steering Committee of the respective Watershed Area to a new Project or Program recommendation with benefit to that Municipality or Watershed Area.”
- **Reporting Requirements** – Section 16.12 states that “Each Municipality shall prepare a progress/expenditure report describing their use of Municipal Program funds in accordance with the provisions of Section 18.06.D. of Chapter 18 of this code.”

¹ Fund estimates are generated each year and published on the SCWP website:

<https://safecleanwaterla.org/municipalities/>



- **Audit Recordkeeping** – Section 16.13 establishes that the following recordkeeping and audit requirements shall apply. Note that records are subject to California Public Records Act requests.
 - “SCW Program funds distributed to the District, Municipalities, and Infrastructure Program Project Developers shall be held in separate interest-bearing accounts and shall not be combined with other funds. Interest earned from each account shall be used by the account holder only for eligible expenditures consistent with the requirements of the SCW Program.
 - Municipalities, Infrastructure Program Project Developers, and the District shall retain, for a period of seven (7) years after Project completion, all records necessary in accordance with Generally Accepted Accounting Principles to determine the amounts expended, and eligibility of Projects and Programs implemented using SCW Program funds. Municipalities and Infrastructure Program Project Developers, upon demand by authorized representatives of the District, shall make such records available for examination and review or audit by the District or its authorized representatives. Records shall include accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files, including documentation covering negotiated settlements, invoices, and any other supporting evidence deemed necessary to substantiate charges related to SCW Program funds and expenditures.
 - At all reasonable times, Municipalities and Infrastructure Program Project Developers shall permit the Chief Engineer to examine all Projects and Programs that were erected, constructed, implemented, operated, or maintained, in whole or part, using SCW Program funds. Municipalities and Infrastructure Program Project Developers shall permit the authorized District representative, including the Auditor-Controller, to examine, review, audit, and transcribe all audit reports, other reports, books, accounts, papers, maps, and other records that relate to Projects or Programs funded, in whole or part, by the SCW Program.”
- **Indemnification** – Section 16.14 states that “The District shall not be required to accept ownership or responsibility for any Project developed, implemented, or constructed by a Municipality or an Infrastructure Program Project Developer with SCW Program funds. Unless the District enters into an express agreement with an Infrastructure Program Project Developer or Municipality to the contrary, neither the District, nor the County to the extent that it is acting on behalf of the District, their officers, employees, agents or volunteers ("District Indemnitees") shall be liable in connection with errors, defects, injuries, or property damage caused by or attributed to any Project that is funded in whole or in part with SCW Program funds, and each Municipality and Infrastructure Program Project Developer shall indemnify the District Indemnitees and hold them harmless for claims, liability, and expenses, including attorneys' fees, incurred by any District Indemnitees as a result of any Project developed, implemented, or constructed by the Municipality or Infrastructure Program Project Developer that is funded, in whole or in part, with the SCW Program funds, except for claims, liability, and expenses, resulting from the sole negligence or willful misconduct of District Indemnitees.”



Chapter 18 Provisions Related to the Municipal Program

Chapter 18 of the Code, or the “Safe, Clean Water Program Implementation Ordinance” establishes additional criteria and procedures related to implementation of the SCW Program.

- **Definitions** – Section 18.02 provides additional definitions referred to throughout in the Implementation Ordinance. Municipalities should refer to this section for specifics.
- **SCW Program Goals** – Section 18.04 defines the program goals as follows:
 - A. “Improve water quality and contribute to attainment of water-quality requirements.
 - B. Increase drought preparedness by capturing more Stormwater and/or Urban Runoff to store, clean, reuse/or recharge groundwater basins.
 - C. Improve public health by preventing and cleaning up contaminated water, increasing access to open space, providing additional recreational opportunities, and helping communities mitigate and adapt to the effects of climate change through activities such as increasing shade and green space.
 - D. Leverage other funding sources to maximize SCW Program Goals.
 - E. Invest in infrastructure that provides multiple benefits.
 - F. Prioritize Nature-Based Solutions.
 - G. Provide a spectrum of project sizes from neighborhood to regional scales.
 - H. Encourage innovation and adoption of new technologies and practices.
 - I. Invest in independent scientific research.
 - J. Provide DAC Benefits, including Regional Program Infrastructure investments, that are not less than one hundred and ten percent (110%) of the ratio of the DAC population to the total population in each Watershed Area.
 - K. Provide Regional Program infrastructure funds benefitting each Municipality in proportion to the funds generated within their jurisdiction, after accounting for allocation of the one hundred and ten percent (110%) return to DACs, to the extent feasible.
 - L. Implement an iterative planning and evaluation process to ensure adaptive management.
 - M. Promote green jobs and career pathways.
 - N. Ensure ongoing operations and maintenance for Projects.”
- **Municipal Program Implementation** – Section 18.06 provides provisions for Municipal Program implementation.
 - A. “The Municipal Program shall be implemented with the provisions of this Section.
 - B. Each Municipality receiving Municipal Program funding from the SCW Program shall perform the following functions as part of the Municipal Program:
 - 1. Prioritize the development of Projects that, to the extent feasible, assist in achieving compliance with the MS4 Permit.
 - 2. Prepare, prior to the start of that Municipality's fiscal year, a plan for how SCW Program funds will be used in the ensuing fiscal year.



3. Comply with all SCW Program reporting and audit requirements and provide to the District additional financial and other information, as required by the SCW Program or upon request of the District.
 4. As part of the Municipal Program planning process, consider Municipal-level requests for Projects from eligible Infrastructure Program Project Applicants.
 5. At least annually, prepare and provide to the public informational materials containing up-to-date information on the Municipality's actual and budgeted use of revenues from the SCW Program.
 6. Operate in accordance with best practices for government agencies.
 7. Be strictly accountable for all funds, receipts, and disbursements by the Municipality.
 8. Identify or establish, and then execute, a plan to engage with Stakeholders in the planning process for use of the Municipal Program funds during the planning and implementation of Projects and Programs.
 9. Comply with all Transfer Agreement requirements.
 10. Prepare a vector minimization plan addressing vector considerations for the design, operation, and maintenance of each Project.
- C. Maintenance of Effort
1. A Municipality must spend at least seventy percent (70%) of its Municipal Program funds annually on eligible expenses related to Projects or Programs implemented on or after November 6, 2018, which also includes operations and maintenance of Projects built to comply with the MS4 Permit, so long as the Project complies with Municipal Program requirements.
 2. Up to thirty percent (30%) of a Municipality's Municipal Program funds may be used to pay for costs and expenses incurred on or after November 6, 2018, related to the continuation of Programs implemented or the maintenance of Projects implemented prior to November 6, 2018.
- D. Municipal Program Annual Progress/Expenditure Reports
1. Each Municipality shall prepare and submit an annual report to the District, not later than six months after the end of that Municipality's fiscal year.
 2. The annual report shall include the following information:
 - a. A summary of the expenditures and Water Quality, Water Supply, and Community Investment Benefits realized through use of SCW Program funds;
 - b. The amount of SCW Program funds expended;
 - c. Documentation that the SCW Program funds were used for eligible expenditures;
 - d. A description of work accomplished during the reporting period;
 - e. The milestones or deliverables completed/submitted during the reporting period;



- f. The milestones or deliverables completed/submitted during the reporting period;
 - g. Photo documentation of the above, as appropriate;
 - h. Additional information as required by the District; and
 - i. A description of the Municipality's stakeholder-engagement activities during the reporting period, including documentation, as appropriate.
 3. The District shall review each Municipality's annual report to make a preliminary determination of whether and the extent to which each Municipality's expenditures achieved SCW Program Goals, and the District shall forward its preliminary determination to the Regional Oversight Committee (ROC).
 4. The ROC shall review the Municipalities' annual reports after the District has completed its preliminary determination, to evaluate whether and the extent to which the Municipalities' expenditures achieved SCW Program Goals and develop recommendations as appropriate. The ROC shall report its findings and recommendations to the Board and provide copies to the respective Municipalities.”
- **Transfer Agreements** – Section 18.09 requires that “The Board shall approve standard template Transfer Agreements for use by the District, Municipalities, and Infrastructure Program Project Developers.” The Municipal Program Transfer Agreement Template and requirements are summarized below.
- **Enforcement and Remedies for Violations** – Section 18.14 provides information related to enforcement and remedies for violations related to the SCWP.

Municipal Program Transfer Agreements

In addition to the requirements listed above, recipients of SCWP funding in the Municipal Programs do not receive funds until they execute a Transfer Agreement that outlines numerous provisions for Municipal Program implementation, reporting and annual plans.

The Municipal Program Transfer Agreement Template is located on the SCW Website: [Municipal Program Transfer Agreement Template](#). Please check the link for updates and additional clarifications that may be posted periodically. Upcoming clarifications anticipated include those related to breach of the Transfer Agreement and Municipal Program Audit requirements. For a detailed timeline including deadlines, refer to [Reporting and Audits](#) webpage.



Flowchart/Reporting Timelines

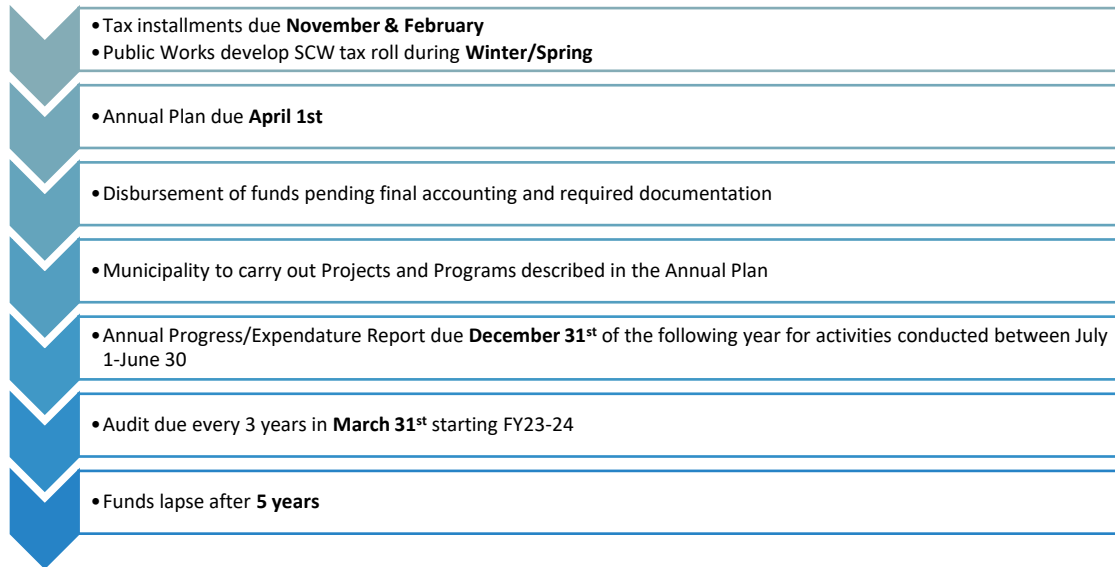


Figure 1. Municipal Program Timeline

The Regional Program application processes are detailed on the SCWP website and information is regularly updated for specific dates and committee meetings. Overall, the Regional Program process includes the following steps:

- Call for projects for a funding year;
- WASCs shall determine which proposed Feasibility Studies and/or Projects to submit to Scoring Committee for evaluation;
- Scoring of submitted projects by the Scoring Committee, with scores returned to each respective WASC;
- WASCs prepare a Stormwater Investment Plan (SIP) and submit the SIP to the Regional Oversight Committee (ROC);
- The ROC reviews each SIP and determines whether and the extent to which each SIP achieves the SCW Program Goals, and provide recommendations to the respective WASC and the Board;
- The Board shall consider each SIP and either approve the SIP or return to the WASCs for revisions and resubmittals;
- Following approval of a SIP, the District shall transfer funds to the project developers as indicated in the SIPs.

Please check the website for updates ([Call for Projects - Safe Clean Water Program](#)) .

Eligible and Ineligible Expenditures

A number of eligible expenditures for the SCW Program have been established within the SCW Program Ordinance and Implementation Ordinance, as well as some further defined in the Municipal Transfer

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Agreement Template. These eligible expenditures are summarized in Table 1, along with additional guidance on expenditures that are considered eligible although not explicitly defined in governance documents. Note that expenditures for activities that are considered Maintenance of Effort and are related to the continuation of Programs implemented or the maintenance of Projects implemented prior to November 6, 2018 are limited to 30% of Municipal Program funds.

Table 1. Eligible expenditures for the SCW Program

Eligible Expenditure	Ordinance Section or Reference
Infrastructure development tasks including design and planning, preparation of grant applications, preparation of environmental documents, obtaining permits, construction, operations and maintenance, and inspection.	16.05.2.a
Real property acquisition, including fee title, leases, easements and right of entry permits, necessary to implement Projects selected for funding under the SCW Program.	16.05.2.b
Scientific and technical studies, and Stormwater or Urban Runoff modeling and monitoring.	16.05.2.c
Water quality or regional water resilience planning.	16.05.2.d
Stormwater or Urban Runoff residential and/or commercial retrofits.	16.05.2.e
Projects or studies to pilot or investigate new technologies or methodologies to increase or improve Stormwater or Urban Runoff capture or reduce Stormwater or Urban Runoff pollution for improving water quality, increasing local water supplies, or improving the quality of life for communities.	16.05.2.f
The development of Feasibility Studies to enable Infrastructure Program Project Applicants to submit Projects for consideration for SCW Program funds.	16.05.2.g
The modification, upgrade, retrofit, or expansion of an existing Project to incorporate new elements to increase Stormwater or Urban Runoff capture and reduce Stormwater or Urban Runoff pollution to provide an additional Water Quality Benefit, Water Supply Benefit, or Community Investment Benefit.	16.05.2.h
Debt financing, should the District or a Municipality determine that bonds or loans are prudent and necessary to implement Projects or Programs.	16.05.2.i; 16.04.B
Municipalities within the boundaries of the District, may use the funds from the Special Parcel Tax to finance bonds issued by the Municipalities so long as the bond proceeds are used for Projects and Programs that are eligible for funding under the SCW Program.	

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Eligible Expenditure	Ordinance Section or Reference
Stormwater or Urban Runoff Programs such as, but not limited to, school education and curriculum, public education, watershed coordination efforts, regional water quality planning and coordination, local workforce job training, street sweeping, stormwater system cleaning programs, Best Management Practice (BMP) programs, trash capture programs, tree trimming and landscape maintenance for Projects, monitoring, among others consistent with SCW Program Goals described in Section 18.04.	16.05.2.j
Administration and implementation of the SCW Program.	16.05.2.k
Payments pursuant to an incentive program, as may be established by the Board.	16.05.2.l
Activities and functions required as part of Municipal Program Implementation, including but not limited to, Municipal Annual Progress/Expenditure Reports, Annual Plans, and a municipal stakeholder engagement plan for Municipal Program funds. All required functions can be referred to in Section 18.06.	18.06
Project implemented pursuant to a time schedule order (TSO) issued by the Los Angeles Regional Water Quality Control Board if, at the time the TSO was issued, the Project was included in an approved watershed management program (including enhanced watershed management programs) developed pursuant to the MS4 Permit.	Municipal Transfer Agreement B-17
Leveraged funds for other SCW Program Projects and Programs.	
Procurement of equipment to monitor or reduce Stormwater and Urban Runoff pollution.	

Ineligible expenditures for the SCW Program are presented in Table 2.

Table 2. Ineligible Expenditures for the SCW Program

Ineligible Expenditure	Ordinance Section or Reference
Projects and Programs that do not meet the intent of the SCW Program, which is to provide funding for Programs and Projects to increase Stormwater and Urban Runoff capture and reduce Stormwater and Urban Runoff pollution in the District, including Projects and Programs providing a Water Supply Benefit, Water Quality Benefit, and Community Investment Benefit.	16.02.B
Payment of fines imposed by any State, federal or local regulatory agency.	16.05.03.a

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Ineligible Expenditure	Ordinance Section or Reference
Expenditures related to the investigation, defense, litigation, or judgement associated with any regulatory permit violations, notices of violation, or allegations of noncompliance with regulations brought forth by any State, federal, or local regulatory agency, or third party unrelated to Projects and Programs selected for funding under the SCW Program.	16.05.03.b
Expenditures for the investigation or litigation of any claim or action against the District, County, or their officers, employees or agents alleging improper allocation, withholding or reassignment of SCW Program funds.	16.05.03.c
Costs associated with any litigation, including investigation, defense, or attorneys' fees, related to the design and implementation of Projects or Programs selected for funding under the SCW Program.	16.05.03.d
Payment of any settlement or judgement related to any claim or lawsuit arising from the negligence or wrongdoing of a Municipality or Infrastructure Program Project Developer or their respective agents in connection with any project or Program funded under the SCW Program.	16.05.03.e
Costs and expenses incurred prior to November 6, 2018.	16.05.03.f
SCW Program Payments shall not be used in connection with any Project implemented as an Enhanced Compliance Action and/or Supplemental Environmental Project as defined by State Water Resources Control Board Office of Enforcement written policies, or any other Project implemented pursuant to the settlement of an enforcement action or to offset monetary penalties imposed by the State Water Resources Control Board, a Regional Water Quality Control Board, or any other regulatory authority; provided, however, that SCW funds may be used for a Project implemented pursuant to a time schedule order (TSO) issued by the Los Angeles Regional Water Quality Control Board if, at the time the TSO was issued, the Project was included in an approved watershed management program (including enhanced watershed management programs) developed pursuant to the MS4 Permit.	Municipal TA B-16



Frequently Asked Questions

A number of frequently asked questions related to the Municipal Program and responses are summarized below.

When will Municipalities receive their fund disbursement?

Per the [Transfer Agreement](#) Section V. SCW PROGRAM PAYMENTS TO MUNICIPALITIES, B, the District will disburse funds following final accounting. However, the District may, in its discretion, change the date and number of the actual disbursements for any Fiscal Year based on the amount and timing of revenues actually collected by the District.

How will Municipalities receive their fund disbursement?

All Municipalities receiving funds will be paid either with a County warrant or through direct deposit must be a registered vendor with the LA County. (We encourage you to please consider signing up for Direct Deposit [here](#)). Please visit the [vendor self-service website](#), where you can manage your Municipality's account information, view financial transactions, and more.

Vendor registration is handled by Internal Services Department (ISD). You may contact ISD's Vendor Relations at 323-267-2725; Monday through Thursday during the business hours of 8:00 am to 5:00 pm PST for further assistance.

Can a Municipality carry over left over funds?

Per the [Transfer Agreement](#), Exhibit B, B-20. Lapsed Funds, Municipalities can carry over uncommitted SCW Program Payments for up to 5 years from the end of the fiscal year in which those funds are transferred from the District to the Municipality.

How do Municipalities estimate the allocation for their city for the following FY?

Every Fiscal Year, the District will estimate the amount of money to be collected and distributed to the Municipalities. Please refer to the SCW website for those estimates when developing your Annual Plan.

[Municipalities - Safe Clean Water Program \(safecleanwaterla.org\)](https://safecleanwaterla.org)

Why is the disbursement less than the disbursement estimate?

Estimates are affected by the amount of appeals, tax credit applications and tax exemption applications that are received. The District will finalize accounting and disburse all available funds to the municipalities once all requirements are complied with. Then Annual Report of expenditures should reflect the disbursement received from the District.

When is the deadline for submitting the Municipality's Annual Plan?

Annual Plans must be submitted by April 1st of every year via the Municipal Reporting Module to ensure disbursement as early as possible.

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When will the Annual Plan be uploaded to the website?

Annual Plans are reviewed in the order they are received. Once a cursory review has been performed and there are no comments from the District, the Annual Plan will be uploaded onto the website to be publicly available.

When is the deadline for submitting Annual Progress/Expenditure Reports?

Annual Progress/Expenditure Reports must be submitted by December 31st via the Municipal Reporting Module. For a detailed timeline including deadlines, refer to [Reporting and Audits](#) webpage.

Where can a Municipality find more information about the Reporting Module?

Please refer to the Municipal Program Reporting Module Information Session recording and FAQ Document on the SCW website. Note that there will be periodic updates to the Reporting Module, at which point the corresponding user information and FAQ will be updated accordingly.

[Municipalities - Safe Clean Water Program \(safecleanwaterla.org\)](https://safecleanwaterla.org)

What does the thirty percent (30%) maintenance of effort provision for the Municipal Program mean?

Up to thirty percent (30%) of a Municipality's Municipal Program funds may be used to pay for costs and expenses incurred on or after November 6, 2018, related to the continuation of Programs implemented or the maintenance of Projects implemented prior to November 6, 2018. This may include ongoing programs consistent with SCW Program Goals described in Section 18.04 that were established prior to November 6, 2018, like street sweeping and cleaning, monitoring, regulatory compliance planning and efforts, as well as the operations and maintenance of projects that were completed prior to November 6, 2018.

A Municipality must spend at least seventy percent (70%) of its Municipal Program funds annually on eligible expenses related to Projects or Programs implemented on or after November 6, 2018, which also includes operations and maintenance of Projects built to comply with the MS4 Permit, so long as the Project complies with Municipal Program requirements.

What are ways outside of the Municipal Program that municipalities can participate in the SCW Program?

Municipalities can be involved in the SCW Program in a number of ways including participation in or appointment to governance committees, including the Regional Oversight Committee, the Scoring Committee, and Watershed Area Steering Committees (WASC). The Regional Oversight Committee and Scoring Committee members are appointed by the Board of Directors. Each WASC is composed of 17 members and the Watershed Coordinator(s) for a watershed area. Seven of the members of each WASC represent municipalities within that Watershed Area, with designated alternates required in the event of an absence. Municipalities and their alternates are selected through a municipal self-selection process detailed in Implementation Ordinance Section 18.07.

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Municipalities can also participate in the Regional Program as project applicants/implementers, supporting or coordinating partners with other project applicants, or as the entity identified to conduct operations and maintenance for projects funded through the SCW Program.

Feasibility Studies for Projects under the Regional Program that are submitted by non-municipal Project applicant/developers (meaning entities that are not cities/municipalities, the LA County Flood Control District, or other government agencies) are required to include an initial letter of support from the Municipality in which the Project is proposed. The letter should include concurrence with the plan for operations and maintenance and the responsible party that has agreed to perform the operations and maintenance. This, and other Feasibility Study requirements are located in the [Feasibility Study Guidelines](#).

How are Municipalities getting Regional Program – Infrastructure Program benefits?

The Ordinance Program Elements (Section 16.05) specifies that Infrastructure Program funds “Shall be programmed, to the extent feasible, such that each Municipality receives benefits in proportion to the funds generated within their jurisdiction, after accounting for allocation of the one hundred ten percent (110%) return to disadvantaged communities (DACs)”. The District has initiated a Metrics and Monitoring Study (MMS) to support assessment of benefits in relation to funding and municipal return. The MMS is anticipated to be complete in 2023.

What is the role of the Watershed Coordinators?

Watershed Coordinators are part of the Technical Resources Program and their duties and responsibilities center around connecting Regional Program applicants with technical resources and building inclusion and meaningful engagement in pursuit of SCW Program Goals. Additional detail can be found on the Watershed Coordinators page of the SCW Program website.

[Watershed Coordinators – Safe Clean Water Program \(safecleanwaterla.org\)](#)

Where can a Municipality find the contact information for the Watershed Coordinators?

Please refer to the Watershed Coordinators Roster on the SCW Program website.

[Watershed Coordinators – Safe Clean Water Program \(safecleanwaterla.org\)](#)

Where can a Municipality find information related to tax relief and appeals?

Tax information, including information related to exemptions, reductions, the credit program, and appeals, are located on the SCW Program website.

[Tax Information, Forms & Tools – Safe Clean Water Program \(safecleanwaterla.org\)](#)



Ongoing and Related Efforts

A number of ongoing and anticipated efforts may provide additional resources and guidance to municipalities and implementation of the Municipal Program, including:

- Updates to SCW Program tools, including the Reporting Module will be completed periodically.
- The District has initiated a Metrics and Monitoring Study (MMS) that will use a robust stakeholder and consensus-based approach to assess and develop metrics that can be used across the SCW Program to support Program Goals. The MMS is anticipated to be complete in 2023.
- The District has developed Draft 2022 Interim Guidance for the Regional Program, which includes guidance for Community Outreach and Engagement, Water Supply, Nature-Based Solutions and Disadvantaged Community Benefits that may be of relevance to municipalities depending on the types of projects and programs funded. The final version of 2022 Interim Guidance takes into account public review comments and is posted with other resources on this page. <https://safecleanwaterla.org/2022-interim-guidance/>