

PPL Submission Checklist

(THIS CHECKLIST IS FOR YOUR ASSISTANCE ONLY. DO NOT SUBMIT IT TO THE MINNESOTA DEPARTMENT OF HEALTH)

1. In the submission describe the following:
 - a. System description
 - b. Need for improvements
 - c. Alternatives (with cost estimate)
 - d. Alternative selected and why
 - e. General cost breakdown for proposed solution
 - f. Project schedule
 - g. Map (for distribution system projects)
2. Include cover letter, signed by water system or community official.
3. Systems serving >1,000 population must have implemented a water supply plan approved by the [Minnesota Department of Resources: Water Supply Plan](https://www.dnr.state.mn.us/waters/watermgmt_section/appropriations/eandc_plan.html) (https://www.dnr.state.mn.us/waters/watermgmt_section/appropriations/eandc_plan.html).
4. Submit proposal. Electronic submittals are preferred. If submitting via mail, **two** copies of the proposal are needed.
5. Send the submission early enough so it will be **received** by the Department of Health by the first Friday in May deadline.

Minnesota Department of Health
PO Box 64975
St. Paul, MN 55164-0975
651-201-4700
chad.kolstad@state.mn.us
www.health.state.mn.us

3/27/2020

To obtain this information in a different format, call: 651-201-4700. Printed on recycled paper.