

## **Guidelines for the Public Water Supply System GIS Mapping Assistance Program**

A grant program administered by the Kansas Water Office

*The Public Water Supply System GIS Mapping Assistance Program* is designed to promote modern mapping of public water supply systems in the State of Kansas. Mapping of water supply infrastructure provides a number of benefits, including the capacity to more accurately respond to facility locate requests (such as Kansas One Call). System operations and maintenance also benefit from more easily locating problems; completing repairs; and scheduling maintenance.

The GIS Mapping Assistance Program, funded through the Clean Drinking Water Fee Fund, provides grant funding to public water suppliers for assistance with GIS mapping projects that meet the program parameters. The Clean Drinking Water Fee Fund provides a source of funding for technical assistance to public water supply systems across the state.

The decision to map a system is determined by the governing body of the public water supply system. The GIS Mapping Assistance Program is a voluntary program to provide assistance to qualifying systems to map public water supply infrastructure.

### Program Parameters

1. The program will provide a grant of up to \$4,000.00 or 50% of cost of mapping the water supply infrastructure, whichever is less, to public water supply systems in Kansas. The proposal must map at least 70% of the water system.
2. There is no limit on the number of meters served by the public water supplier.
3. Applicants must have a State approved water conservation plan (approved January 1, 2000 or later).
4. Any qualified provider who develops data that meets the Kansas Water Utility Data Standards may be used by the applicant for mapping under this program; the project proposal with cost estimates must be provided with the application.
5. The GIS Mapping Assistance program has been extended for fiscal year 2011, ending June 30, 2011. Mapping completed, with a final invoice dated on or after January 1, 2008, will be eligible for funding.
6. New projects must be completed within two years of the project approval date. In certain circumstances the completion deadline may be extended. Requests for an extension should be communicated to the Kansas Water Office no later than 30 days prior to the two-year deadline.
7. Grant funding is not available for GPS units, computers or computer software.
8. Applications that meet all requirements will be approved and funded by Kansas Water Office in the order the applications are received.
9. Funds for approved applications will be dispersed by the Kansas Water Office upon receipt of the *Data Collection Summary* and a copy of the final, itemized invoice for the project.

## Application Requirements

In order to receive funding, a mapping proposal must be submitted to the Kansas Water Office. The Kansas Water Office has developed forms for application. Forms can be accessed on the Kansas Water Office website at [www.kwo.org](http://www.kwo.org) or by contacting the Kansas Water Office at (785)296-3185, 901 South Kansas Avenue, Topeka, Kansas 66612-1210.

A complete application is required to be considered for grant funding under this program. A complete application will contain:

1. A completed and signed application form.
2. A proposal for the GIS Mapping project proposed for funding.
3. All proposals must contain or address the following:
  - a. Method of data collection.
  - b. Number of points to be mapped for each data type (cleanout, hydrant, meter, valve and other-specified).
  - c. A plan for backup storage of information for emergency or other necessary access.
  - d. The format of the geographic information system used. The data must be in ArcGIS or OpenGeospatial Consortium (OGC) format.
  - e. Compliance with the Kansas Water Utility Data Standard, including minimum data requirements found in Appendix A.
  - f. Viewing software that allows the public water supply system to view or work with the resulting dataset.
  - g. A training component for the public water supply system staff to insure ability to use the resulting data.

## Suggested Considerations

The following are suggestions the public water supply system may wish to consider in evaluating proposals for mapping:

1. Data Collection Method: The preferred method is field data collection with Global Positioning System (GPS) technology and heads-up digitizing over digital orthophotography with engineering drawing reference.
2. Background Layers: 2006 (or newer) one-meter Farm Service Agency (FSA) NAIP color aerial imagery from the Kansas Geospatial Community Commons website (<http://kansasgis.org>) should be used as the minimum for background layers. High-resolution aerials may be used if available.
3. Map Products: Hardcopy maps, including map books. Maps should be printed on 8-mil semi-gloss photo paper with UV resistant ink. Map book covers should be laminated; pages should be bound in a manner that allows for removal and replacement of any page(s). The public water supply system should also consider wall maps as a deliverable under the project. The maps should utilize aerial photography as the background.
4. Viewing Software: Free GIS viewing software (such as ArcExplorer or TatumGIS) should be provided for viewing and querying the infrastructure database; training on the use of the software should be provided at no charge.
5. Non-proprietary Data: The data should be non-proprietary, and is to be utilized at the discretion of the utility. Data shall be provided to any inquiring entity with the written consent of the owner (system) at no additional cost to the owner or the inquiring entity.
6. Merging additional data: Additional attribute data from existing system databases or spreadsheets may be joined, merged or linked to feature datasets.
7. Data Backup: It is recommended that the public water supplier arrange to store a backup of the infrastructure dataset at the Data Access and Support Center (DASC) at the University of Kansas (phone: 785-864-2000).