

Letters of Support or Non-Objection from Municipalities & Conceptual Approval from the Los Angeles County Flood Control District Requirements for the Safe, Clean Water Program – Regional Program

Feasibility Study

A Feasibility Study is required for all Projects applying for Safe, Clean Water Program (SCWP) Infrastructure Program (IP) funding. See [Feasibility Study Guidelines \(FSG\)](#).

Non-Municipal (non-City) applicants who will apply for SCWP IP funding must also provide the following:

- **Letter of Support** from the Municipality where the Project is proposed (see Section 2.10 of the FSG).

Non-Municipal applicants who will apply for SCWP Technical Resources Program (TRP) funding to develop a Multi-Benefit Project concept into a Feasibility Study must provide the following:

- **Letter of Non-Objection** from the Municipality where the concept is proposed (see Section 2.2 of the [Regional Program Funding Process Handbook](#)).

Non-Municipal Project applicants, such as community-based organizations (CBOs); non-governmental organizations (NGOs); or others, are those that do not represent Cities (also known as Municipalities), the Los Angeles County Flood Control District (LACFCD), or other government agencies.

Additionally, both Municipal and Non-Municipal applicants may need to apply for the following:

- **Conceptual Approval** from LACFCD if the Project involves LACFCD infrastructure, facilities, or right-of-way (see Section 2.16 of the FSG).

Obtaining Letters of Support or Non-Objection from a Municipality and Conceptual Approval from LACFCD (if required) may take several months, so it is recommended that the appropriate Municipality and LACFCD representatives be contacted in advance to begin the process. Read below for additional guidance.

Municipal Letter of Support

A Municipality is a city or other governmental agency within the boundaries of the LACFCD. The County of Los Angeles is also a Municipality that represents the County Unincorporated Communities. Municipalities can participate in the SCWP Regional Program as project applicants

and developers, supporters or coordinating partners with other project applicants, or as the entities responsible for the operations and maintenance of the implemented projects.

During the development of a Feasibility Study, it is important for applicants to communicate with representatives from the Municipality where the proposed project will be located. This step is critical to inform the Municipality of the proposed project and to garner support for its development. A Letter of Non-Objection or a Letter of Support should be acquired from the Municipality before applying, respectively, for TRP or IP funding. Obtaining a Letter of Support confirms agreement with the overall project, including the proposed operation and maintenance plan, and the responsible party who will perform the maintenance and operation of the project, while obtaining a Letter of Non-Objection confirms that the Municipality is aware of the proposed project concept and is supportive of project proponents applying to the TRP for funding to further refine their concept into a Feasibility Study. Note: Obtaining a Letter of Non-Objection does not guarantee that a Municipality will later provide a Letter of Support once the Feasibility Study is completed. During Feasibility Study development, the assigned Technical Assistance Team will communicate with the Municipality and request a Letter of Support.

Additionally, while a non-Municipal project applicant can prepare their own California Environmental Quality Act (CEQA) documents, they cannot sign off as a *Lead Agency* for the project. Accordingly, a Letter of Support should also confirm that the Municipality agrees to take on the role of Lead Agency and to assist the applicant with the steps necessary to facilitate the CEQA process.

It is important for applicants to be aware that Municipalities may have their own distinct procedures and timelines for reviewing projects and issuing Letters of Support or Non-Objection. Therefore, effective communication at an early stage in project or concept development is key to avoid delays in the schedule. Future applicants are advised to reach out to the appropriate Municipal representative several months before the application deadline (typically July 31st of each year).

After submission of a complete application, the SCWP Team, on behalf of the SCWP Watershed Area Steering Committee (WASC), may contact the Municipality that provided a Letter of Support to establish concurrence with the letter and their purported obligation and commitment to the proposed project. If the Municipality decides to recall their support, they may be asked to provide the reasoning at a WASC meeting.

Conceptual Approval from LACFCD

The LACFCD is tasked with providing flood protection, conserving stormwater, and recreational and aesthetic enhancements within its boundaries. LACFCD does this through the management of stormwater infrastructure such as storm drains, open channels, and other infrastructure, as well as the management of other facilities and associated rights-of-way. LACFCD managed

drainage infrastructure is located within the 86 incorporated cities and the Los Angeles County Unincorporated Areas.

Projects involving a connection to LACFCD infrastructure (e.g., conveyance of stormwater from a storm drain to an underground reservoir or above ground surface enhancement) or those that will be located within LACFCD right-of-way or another managed facility (e.g., open channel access road) require confirmation of Conceptual Approval from LACFCD, when applying for IP funding. A complete Feasibility Study seeking IP funding should include Conceptual Approval documentation from LACFCD.

Early communication is recommended and, at a minimum, [LACFCD Watershed Managers](#) should be notified of the project 2-3 months before the application deadline (typically July 31st of each year). LACFCD will require submission of relevant Feasibility Study documents that clearly identify the LACFCD infrastructure, facility, or right-of-way that will be affected by the proposed project. LACFCD will review submitted documents to ensure the proposed project will not interfere with their operations and maintenance. Not all projects will require Conceptual Approval, just those that effect infrastructure, facilities, and/or right-of-way that is owned, managed, or operated by LACFCD.

Municipalities and LACFCD Contact List

The resource linked below contains contact information for Municipal and LACFCD representatives in LA County. These representatives are recommended as the first point of contact for discussing the proposed project and potentially obtaining a Letter of Support and/or Conceptual Approval. The contact list will be updated periodically. If there are no contacts listed for a specific Municipality, it is advised to contact the Municipality's Public Works Department.

- [Municipality and LACFCD Contact List](#)