
Bedford Regional Water Authority Hydration Station Grant Program Guidelines

Bedford Regional Water Authority's (BRWA) Hydration Station Grant Program (Program) began in 2020 to provide members of the community with access to safe and reliable tap water to refill personal, refillable bottles. The BRWA will award grants for the purchase of a station to entities within our service area. Indoor water bottle filling stations are eligible for up to \$1,000 and outdoor water bottle filling stations are eligible for up to \$2,000. Interested organizations should complete the online application at <https://bit.ly/2TJ3MQS>.

Program Goals

- Promote tap water as a quality source of drinking water;
- Increase awareness of the BRWA;
- Encourage water conservation through education; and
- Reduce plastic waste through the use of refillable water bottles.

Eligible Entities

- Site must be located within the BRWA's service area (see map on page 4); and
- Public facilities (schools, community centers, parks, etc.)

Criteria for Participation

- The proposed location of the station must be in an area that receives high pedestrian traffic or provides recreational activity;
- The applicant's understanding that the BRWA is not responsible for any costs associated with installation or station maintenance; and agreement to share the total project cost;
- The applicant's agreement with BRWA's specifications for appropriate signage and to coordinate a promotional opportunity post-installation (i.e. photo opportunity); and
- The applicant's agreement to complete the installation of the station within 60 days from the application approval date.

Application Requirements

- Completed Application Form*
- Documentation for the selected unit (include photo and the unit make and model)
- Signed and completed Federal W-9 Tax Form*
- Liability Waiver Agreement*
- Copies of any required permits (city, county, state, or federal)

Application Deadline

- Applications will be continuously accepted on a first-come first-served basis.
- Applications will continue to be processed and projects will be selected until all of the funding for this fiscal year has been exhausted; and
- Applications shall be submitted to the following:

Cody Lawhorn
communications@brwa.com

Re: Hydration Station Grant Program Application

Selection Process

- Application approval is at the discretion of the BRWA;
- Applications will be reviewed thoroughly for compliance with the Application Requirements. Incomplete applications will be rejected; and
- Applicants will be notified of their status.

Other Restrictions

- A maximum of (2) grant awards will be made to each entity per fiscal year;
- No more than two (2) stations funded by this Program may be installed at the same site or facility (separate applications required);
- Entities without a station will be given higher priority; and
- Payment will be made after installation has been completed. Awarded funds may ONLY be used for a station.

Other Requirements

- The BRWA will provide to the applicant standard signage to be placed at the location of the station, complete with the BRWA logo, standardized messaging and including the applicant's logo. The applicant must install the signage to receive payment and prior to the scheduled station promotion opportunity; and
- The BRWA requires a commitment to a joint promotional opportunity, including, but not limited to, social media coverage, photography coverage, etc.

Matching Tax ID

If an application is approved, funds will be distributed ONLY to the organization that applied.

List of Vendors

Below is a listing of vendors that offer stations that are eligible through this program. This is by no means an exhaustive list:

- Elkay..... www.elkay.com
- Faucet Direct..... www.FaucetDirect.com
- Global Industries... www.GlobalIndustrial.com
- Hydration by Haws..... www.hawSCO.com
- Murdock Manufacturing..... www.murdockmfg.com/water-bottle-filling-station
- Plumbing Supply..... www.PlumbingSupply.com
- Restroom Direct..... www.RestroomDirect.com

Disclaimer

The BRWA has the right to reject the proposed unit based on not meeting the required criteria. The BRWA is not liable for defects of installation.

Contact Information

For questions or concerns about the program, please contact:

Cody Lawhorn
Marketing Communication Specialist
(540) 586-7679 ext. 142
clawhorn@brwa.com

* Forms can be found on the BRWA website at <https://bit.ly/2TJ3MQS>.

