

# Next Steps for Applicants of the Safe Drinking Water Loan Program

Refer to the [SDWLP SFY 2018 Project Priority List](#) to find your project's priority score and ranking. Direct any questions or concerns about the application process to your [DNR project manager](#).

## Deadline for complete application submittal

- For State Fiscal Year 2018 funding, submit SDWLP Financial Assistance Application, [Form 8700-262](#), with all [required documents](#) to DNR Community Financial Assistance postmarked by **June 30, 2017**.

**Note:** A checklist of applicable items is part of the financial assistance application. Keep a copy to track your submittals.

## Plan reviews by DNR Bureau of Drinking Water and Groundwater

Determine and follow **engineering report** and **plans and specifications** submittal requirements from the DNR Bureau of Drinking Water & Groundwater, see [Public Water System Plan Review](#).

- Submit required copies of approvable, biddable construction plans and specifications to the DNR Bureau of Drinking Water & Groundwater **for each portion of the project** for which you are seeking funding in SFY 2018. For well projects, submit at least the *final well construction* plans and specifications by the application submittal deadline; the rest of the well project plans and specifications may be submitted at a later date, but require sufficient time for review.

## Accomplish *as soon as possible*:

- Conduct an [Environmental Review](#).
- Pass an [Authorized Representative Resolution](#).
- Pass a [Reimbursement Resolution](#).
- If applicant *is not* listed on [Municipality MHIs for SFY 2018 Projects](#), submit [median household income](#) and [population](#) data.
- Required rate increases must be in effect before the loan closing. [Application to Increase Water Rates](#) may take up to six months.

## Accomplish in the near future:

- Obtain your municipal attorney's legal statement or opinion on [land ownership and easement rights](#).
- Notify your municipal bond counsel of the anticipated loan closing.

## Federal requirements

Applicants and their prime contractors and subcontractors must comply with:

- [Davis-Bacon and Related Acts \(DBRA\)](#) – prevailing wage rates for inclusion in bid solicitations, contracts, and subcontracts.
- [Disadvantaged Business Enterprises \(DBEs\)](#) – solicit and utilize when advertising bids, subcontracting, and procuring.
- [Environmental Review](#) – conduct to assess potential impacts to resources protected by cross-cutting federal authorities.
- [Use of American Iron and Steel \(UAIS\)](#) – required if the plans and specifications were approved on or after 12/16/2014.

## Split or multiple projects

To address the state's greatest public health needs, DNR will split a multi-purpose scope of work described in a single *Intent to Apply (ITA)/Priority Evaluation and Ranking Formula (PERF)* submittal into [two or more distinct](#) projects for scoring purposes.

- For each project:** use the unique project number and new scope description on future submittals to DNR; **and** submit separate funding applications. Contact your [DNR project manager](#) to avoid redundant document submittals.

## PERF score reevaluation requests

Once DNR notifies you of the project's priority score, you have 30 days to object, request a PERF rescore, and provide any **new** information that was **unavailable at the time** of the ITA/PERF submittal.

If there is no new information but you have supporting documentation that **was not included** with the ITA/PERF submittal **and** you submit an eligible application for the project, you may object and request a PERF rescore after the application submittal deadline. Your reevaluation request must be made within 45 days of the application submittal deadline.

Email PERF score reevaluation requests and supporting documentation to [Nicole Mathews](#), SDWLP coordinator.