

<b>Leave Blank – DNR Use Only</b>
Postmark Date

**Notice:** This form is authorized by s. 281.61, Wis. Stats. Submitting a completed form and all applicable items on the Checklist below to the Department is mandatory for all applicants seeking financial assistance from the SDWLP. Failure to submit a complete application to the Department may be grounds for denial of the application by the SDWLP. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records law [ss. 19.31-19.39, Wis. Stats.].

Municipality Name	County(ies)	SDWLP Project No.
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**The SDWLP requires Engineering Report or other plan approval by the DNR Bureau of Drinking Water and Groundwater on or before the June 30 application deadline. Are the following categories included in your project? Indicate "Yes" for each category included in your project. Provide DNR approval number(s) and a copy of the approval letter(s).**

	W -	Letter Included?
Source Rehabilitation or Creation	_ _ _ _ - _ _ _ _	<input type="checkbox"/> Yes <input type="checkbox"/> No
Source Water Treatment	W - _ _ _ _ - _ _ _ _	<input type="checkbox"/> Yes <input type="checkbox"/> No
Transmission or Distribution	W - _ _ _ _ - _ _ _ _	<input type="checkbox"/> Yes <input type="checkbox"/> No
Storage	W - _ _ _ _ - _ _ _ _	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other Needs	W - _ _ _ _ - _ _ _ _	<input type="checkbox"/> Yes <input type="checkbox"/> No

**The SDWLP requires approvable Plans and Specifications for the project to be submitted to DNR on or before the June 30 application deadline. Provide the submittal date of each item:**

Submittal Date	Required Items	Submit to
_ / _ / _	<b>3 copies</b> each of: approvable and biddable Project Plans and Specifications, Project Design Reports, and Project Checksheets	Wisconsin Department of Natural Resources Bureau of Drinking Water and Groundwater 101 S. Webster St., PO Box 7921 Madison, WI 53707-7921 Attn: Mr. Lee Boushon, DG/5
_ / _ / _	1 Cover Letter	

**Checklist - A complete SDWLP application includes all applicable items on the list**

**Are the following items included as part of this Application? Application is considered incomplete until DNR receives ALL applicable items. TWO (2) copies of the following:**

1.  Yes  No SDWLP application form – AND all approvable and biddable Project Plans & Specifications
2.  Yes  No Green Project Reserve (GPR) Addendum to Financial Assistance Application
3.  Yes  No  N/A Proposed user charge system, if non-PSC regulated (Part V)
4.  Yes  No  N/A Contracts with system users (Part V)
5.  Yes  No  N/A Reimbursement Resolution (Part 1)

**ONE copy only of the following:**

6.  Yes  No  N/A Copy of Endangered Resources Review Request Form (1700-047 or 1700-047E) if Project includes ground disturbance
7.  Yes  No Copy of Request for SHPO Comment and Consultation on a Federal Undertaking Form (HP-05-07)
8.  Yes  No  N/A Executed contract with architectural/engineering (A/E) firm for engineering report, if costs requested
9.  Yes  No  N/A Executed contract for test well services, if costs requested
10.  Yes  No  N/A Executed contract with A/E firm for plans and specifications, if costs requested
11.  Yes  No  N/A Proposed or executed contract with A/E firm for construction management, if costs requested
12.  Yes  No Authorized representative resolution (Part I)
13.  Yes  No  N/A Proposed or executed intermunicipal agreement (Part IV)
14.  Yes  No Current year municipal and water system budget with year-to-date information (Part V)
15.  Yes  No Municipality's financial audit reports for last 2 years (Part V)
16.  Yes  No Principal and interest payment schedule for each outstanding bond issue for next 5 years (Part V)
17.  Yes  No  N/A Latest official statements for publicly issued bonds/notes and bond authorizing resolutions (Part V)
18.  Yes  No  N/A IRS tax related attachments (Part VI)
19.  Yes  No  N/A Debt instrument to be refinanced (Part VII)

Did you check "No" for any of the above items? If so, provide a reason and/or a date by which you plan to submit the item(s).

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 2 of 17

## Plans and Specifications Approval(s)

Plans and Specifications approval(s) by DNR is required prior to preparation of the SDWLP Financial Assistance Agreement (FAA). Before modifying previously submitted Plans and Specifications, contact Jim Witthuhn at (608) 267-9659 or james.witthuhn@wisconsin.gov.

## Additional Required Submittals - This checklist is part of the application. Keep a copy to track your submittals to the SDWLP.

At least 2 months prior to preparation of the SDWLP FAA, the following information must be submitted to and reviewed by the appropriate parties. Supply as many target and actual submittal dates as are available; work with your SDWLP project manager to establish dates.

Required Items - All Projects	✓	Target Submittal Date	Actual Submittal Date
1. Bidding documentation for <b>each prime contractor</b>			
a. proposal of the successful bidder			
b. bid tabulation			
c. engineer's recommendation based on bid evaluation			
d. legal opinion of statutory compliance, if contract awarded to other than the low bidder			
e. addenda to plans and specifications			
f. evidence of bid advertisement including Davis-Bacon wage rate language			
g. a copy of the bid bond			
h. notice of award, municipal resolution or meeting minutes awarding the construction contract			
i. a copy of the executed construction contract including Davis-Bacon Appendix F			
j. construction start date and expected substantial and final completion dates			
k. DBE Solicitation Documentation			
2. <b>ALL</b> executed change orders (including additions, deletions, calendar days) with supporting documentation to Construction Management Engineer (CME).			
3. DBE Good Faith Certification (Form 8700-294)			
4. Legal statement on land ownership and acquisition of easements and right of ways			
5. Request for Disbursement (Form 8700-215) and supporting invoices			
6. Pre-award Compliance Review Report (EPA Form 4700-4)			
7. Federal Equivalency Projects Assurances and Certification (Form 8700-201)			
8. Copy of response to SHPO request from State Historical Society (including documentation of compliance with any conditions.)			
Other Required Items - Only if applicable to your project	N/A or ✓	Target Submittal Date	Actual Submittal Date
9. Copy of response from DNR Endangered Resources Review request (including documentation of compliance with any conditions.)			
10. Final documentation of Green Project Reserve costs.			
11. Proof of user charge adoption, if non-PSC regulated			
12. Application to increase water rates (submit to PSC no later than September 15th)			
13. Proof of PSC water rate approval (must be approved and issued by PSC by March 15th)			
14. Executed contract with A/E firm for construction management, if costs requested			
15. Force Account Certification (Form 8700-245), if costs requested			
16. Executed intermunicipal agreement (Part IV)			
17. Copy of title or deed for land purchased for the project, if land purchase costs requested			
18. Statement of payoff amount, if refinancing a portion of or an entire debt			

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 3 of 17

## Part I

### Applicant Information

Indicate the legal name of the municipality which will undertake the project and its authorized representative. Provide the names and other pertinent information for all the professional services applicable to your project. **NOTE:** Bond Counsel is required to prepare the bond documents and the bond transcript for the loan on this project. Evidence of qualifications, experience and liability insurance coverage may be required by the SDWLP to demonstrate the acceptability of the counsel.

Municipality Name		SDWLP Project No.
Clerk or Secretary Name	Title	Phone No. (    )
When is your board or council's regular scheduled monthly or biweekly meeting (e.g., 1st Tues., 2nd and 4th Wed.)?		E-mail Address

Authorized Representative		Main Municipal Contact*	
Name		Name	
Title		Title	
Street Address		Street Address	
City, State, Zip Code + 4		City, State, Zip Code + 4	
Phone No. (    )	FAX (    )	Phone No. (    )	FAX (    )
E-mail Address		E-mail Address	

Consulting Engineer		Bond Counsel**	
Firm		Firm	
Contact Name		Attorney Name	
Street Address		Street Address	
City, State, Zip Code + 4		City, State, Zip Code + 4	
Phone No. (    )	FAX (    )	Phone No. (    )	FAX (    )
E-mail Address		E-mail Address	

Municipal Attorney		Financial Advisor	
Firm		Firm	
Attorney Name		Financial Advisor Name	
Street Address		Street Address	
City, State, Zip Code + 4		City, State, Zip Code + 4	
Phone No. (    )	FAX (    )	Phone No. (    )	FAX (    )
E-mail Address		E-mail Address	

\* Should be someone familiar with the project and available on a daily basis.

\*\* Bond Counsel must prepare legal documents for the Municipal Obligations, i.e.; Legal Opinion, Bond Resolution, Tax Certificate, Closing Certificate, etc.



**Safe Drinking Water Loan Program (SDWLP)  
Financial Assistance Application**

Form 8700-262 (R 2/12)

Page 5 of 17

**Part II**

**Instructions: Project Budget Sheet**

Project Budget Sheet contains five (5) columns:

**Column A - Contract Number**

Indicate the contract number associated with each contract amount included in Column B.

**Column B - Total Project Costs**

Include ALL costs related to this project regardless of the funding source. Also include costs of the project which the applicant identifies as ineligible for SDWLP financial assistance as noted in directions for Column C.

**Column C - Ineligible Costs**

Identify and provide a brief narrative of project costs ineligible for SDWLP financial assistance (e.g., painting an existing storage tank, laterals to houses and segments of the water system exclusively serving future development).

**Column D - Eligible Costs Paid By Other Funding Sources**

Provide project costs which the applicant anticipates funding with other sources (e.g., municipal funds, Rural Development, WI Department of Commerce), and identify the funding sources at the bottom of the Project Budget Sheet.

**Column E - SDWLP Costs Requested**

Complete this column if the requested SDWLP costs are different from the Total Project Costs. If Column E is different from Column B, complete Columns C and D.

**The Project Budget Sheet contains 10 budget line items. The detailed costs under each line item must equal the amount on the shaded Total line. Enter the total in the shaded area for each line item.**

Budget Line	Instructions
1.	Force Account is the work a municipality performs using its own employees and/or equipment. If Force Account work is anticipated, list the type of work to be completed and the cost on Force Account Certification Form No. 8700-245. Costs not eligible for Force Account are costs associated with elected officials or on-staff attorneys, computers, land, easements or legal fees.
2.	Interim financing is a debt to temporarily finance a project. Include costs incurred or to be incurred prior to SDWLP loan closing.
3.	Indicate contract costs of the engineering report. <b>Executed</b> A/E agreement(s) must be attached for costs listed on this line. Costs outside the scope of the contract(s) should be included on line 9, Miscellaneous Costs.
4.	Indicate contract costs of the plans and specifications. <b>Executed</b> A/E agreement(s) must be attached for costs listed on this line. Costs outside the scope of the contract(s) should be included on line 9, Miscellaneous Costs.
5.	Include purchase of land/easements needed for this project.
6.	Indicate all other contracted engineering/construction management costs for this project. <b>Executed</b> contract(s) must be submitted for all costs on this line prior to issuing the FAA.
7.	Indicate all construction and equipment costs included in the plans and specifications. <b>Executed</b> construction and equipment contract(s) must be submitted for all costs prior to issuing the FAA. Non-contract equipment costs should be placed on line 9, Miscellaneous Costs.
8.	This amount should equal 10% of the amount requested in Line 7. DNR will adjust the contingency amount prior to issuing the FAA.
9.	Indicate project costs that are outside the scope of the engineering, construction or equipment contracts. Non-contract costs may include archaeological surveys, materials, supplies, bid advertising and PSC rate review charges, etc. For new community water system projects, if the application is claiming capitalization of interest on the SDWLP loan, include an estimated amount of this capitalized interest.
10.	Include costs necessary for closing the SDWLP loan.
11.	ADD LINES 1-10 FOR EACH COLUMN TO GET THE TOTAL COSTS.

The SDWLP can provide funding for equipment, supplies, materials, and construction, if procured in accordance with Wis. Stats. For information regarding bidding requirements, see the "Procurement Guide for Local Governments" at <http://dnr.wi.gov/org/caer/cfa/EL/FORMS/forms.html>

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 6 of 17

Municipality Name	SDWLP Project No.
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## Project Budget Sheet

Total required for each line item (omit cents) – See Page 5 for Instructions	Contract Number	Total Project Costs	Ineligible Costs*	Eligible Costs Paid By Other Funding Sources**	SDWLP Costs Requested
<b>1. Force Account Work #1 Total</b>		\$	\$	\$	\$
<b>2. Interim Financing</b>					
a. Net Interest Expense					
b. Legal/Bond					
c. Financial Advisor					
<b>#2 Total</b>		\$	\$	\$	\$
<b>3. Engineering Report Prep #3 Total</b>		\$	\$	\$	\$
<b>4. Plans/Specs Preparation</b>					
a.					
b.					
<b>#4 Total</b>		\$	\$	\$	\$
<b>5. Land or Easement Acquisition</b>					
a. Purchase Price					
<b>#5 Total</b>		\$	\$	\$	\$
<b>6. Engineering/Construction Mgmt</b>					
a. Test Well Services					
b.					
c.					
d.					
e.					
<b>#6 Total</b>		\$	\$	\$	\$
<b>7. Construction/Equipment</b>					
a.					
b.					
c.					
d.					
<b>#7 Total</b>		\$	\$	\$	\$
<b>8. Contingency (enter 10% of line 7; DNR will adjust amount) #8 Total</b>		\$	\$	\$	\$
<b>9. Miscellaneous Costs</b>					
a. Administrative Expenses					
b. Land/Easement Legal/ Appraisal Costs					
c. Removal/Relocation of Utilities					
d.					
<b>#9 Total</b>		\$	\$	\$	\$
<b>10. SDWLP Closing Costs</b>					
a. Bond Counsel					
b. Financial Advisor					
<b>#10 Total</b>		\$	\$	\$	\$
<b>11. Total Project Costs TOTAL</b>		\$	\$	\$	\$

\*Provide a brief description and source of funds for any cost that is ineligible for SDWLP funding.

\*\*Name the other funding sources (CDBG, USDA Rural Development, internal funds, etc.)

Refer to this worksheet when preparing all "Request for Disbursement" forms. Line item requests should not exceed the total indicated on this budget sheet, unless a change has been made and is reflected in the FAA.

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 7 of 17

## Part III - A

### Project Cost Categories

Separate the project costs into EPA Needs Categories. The Total Project Costs on this page must equal the Total Project Costs on line 11, Column B, of the Project Budget Sheet in Part II.

#### EPA Needs Categories

Source Rehabilitation or Creation	\$
Land Acquisition	
Source Water Treatment	
Transmission or Distribution	
Storage	
Other Needs	
Purchase of system/capacity restructuring	
<b>Total Project Costs</b>	<b>\$</b>

What is the source of cost estimates provided in the needs categories to the left? Check appropriate box(es).

- Engineering Report
- Costs from plans and specifications
- Bidding documents (if construction has been bid)
- Actual invoices for work completed
- Other: \_\_\_\_\_

## Part III - B

### Approvals of Plans & Specifications (and modifications) already received.

Date of Letter	Approval Number	Letter Included?
1. _____	W- _____ - _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. _____	W- _____ - _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. _____	W- _____ - _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. _____	W- _____ - _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. _____	W- _____ - _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. _____	W- _____ - _____	<input type="checkbox"/> Yes <input type="checkbox"/> No

## Part IV

### Intermunicipal Agreement Information

1. Will your municipality's water be obtained from facilities of another municipality?

- Yes  No

2. Will another municipality obtain water from your facility?

- Yes  No

If you answered "Yes" to either of the above two questions, you must submit an intermunicipal agreement. If the intermunicipal agreement sent with the application is not yet executed, you must submit an executed copy of it prior to preparation of the FAA.

#### In your intermunicipal agreement you must:

- ✓ Identify ownership for each individual portion of the water system.
- ✓ Establish the term of agreement.
- ✓ Demonstrate the basis for generating revenue for operation, maintenance, depreciation and tax equivalent costs based on actual use, and indicate who is responsible for paying charges.
- ✓ Indicate the method for generating revenue for capital costs and who is responsible for payment.
- ✓ Indicate that the owner of the regional facility shall provide the applicant's water.
- ✓ Require each entity to adopt a user fee system and water use ordinance, if applicable.

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 8 of 17

## Part V

### Financial Information - Direct questions to the Department of Administration (608) 266-0739

A. Checklist of documents to submit as part of this application **(1 copy of each of the following must be sent with this application.)**

- |                              |  |
|------------------------------|--|
| <input type="checkbox"/> Yes | A. Municipality's current year budget with year-to-date information.   |
| <input type="checkbox"/> Yes | B. Current year water system budget.   |
| <input type="checkbox"/> Yes | C. The last 2 years of financial audit reports (or internal financial statements for your municipality if no audit was done) |

Audit Year	Audit Report ("A") or Financial Statement ("FS")? (Enter "A" or "FS")

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | D. A schedule of the principal and interest payments for each outstanding bond issue of the municipality for the next 5 years. Include all outstanding general obligation and revenue bond issues; note which issues are water system related. |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | E. Latest official statement (prospectus) if the municipality has publicly issued bonds/notes and the bond authorizing resolution for most recent water system bond.   |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | F. Proposed user charge system (non-PSC regulated applicants only).  |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | G. Are there any special payment or user charge contracts with system users?   |

**If yes, is a copy of each agreement attached?**     Yes

2. Pledge of Security for the SDWLP Loan

Which type of pledge or combination of pledges will your municipality use as security for a SDWLP loan? Check the appropriate box(es).

- A. **REVENUE PLEDGE.** This requires municipal issuance of a tax-exempt revenue obligation at the time of SDWLP loan closing. The municipality pledges revenues from its water system as the primary security for the SDWLP loan.
- B. **GENERAL OBLIGATION PLEDGE.** This requires issuance of a tax-exempt general obligation at the time of SDWLP loan closing. The municipality pledges property taxes as the primary security for the SDWLP loan.
- C. **REVENUE AND SPECIAL ASSESSMENTS PLEDGE.** This requires issuance of a tax-exempt revenue obligation at the time of SDWLP loan closing. The municipality pledges revenues from its water system and revenues collected via special assessments as security for the SDWLP loan.

Municipality's Special Assessment Public Hearing Date

Note: Projects financed with special assessments will normally be structured as a revenue bond ("C" above) with the special assessments and other water system revenues pledged for repayment of the revenue bond.

3. Debt Information

A. If the proposed pledge of security for a SDWLP loan will be subordinate to any other outstanding revenue bond(s), identify the senior debt obligation, series, debt coverage percentage, and when it was issued, and enclose a copy of the municipal bond authorizing resolution.

Issue Amount	Series	Date of Issue	Debt Coverage Requirement

B. If your municipality currently has a water system revenue bond or general obligation rating, please detail below (include rating, rating company, and date of rating):

Rating	Rating Company	Date of Rating

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 9 of 17

C. Has your municipality ever defaulted on any of its loans, notes, bonds or other debt obligations?

Yes  No If yes, please provide details.

D. What is your municipality's current amount of water revenue bonds and general obligation bonds/notes outstanding?

General Obligations	Water Revenue Bonds
\$ _____	\$ _____

E. Indicate any other water system bonds currently authorized, but unissued. List the amount, give a description of their purpose, and schedule for issuance.

Amount	Purpose
\$ _____	_____

4. Additional Water System Capital Improvement Plans

Does your municipality anticipate any future (up to 10 years) water system projects other than the proposed project now being funded?

Yes  No If yes, please complete

Year	Amount	Purp
20	\$ _____	_____
20	\$ _____	_____
20	\$ _____	_____

5. General Municipal Information

A. List your municipality's five largest property taxpayers.

Property Taxpayer	Equalized Valuation	Year Property Valuation Established : Business or Property Type
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

B. Indicate your municipality's three-year assessed valuation trend. For any year which shows a large increase or decrease (plus or minus 8%), provide a brief description of why this large change (increase or decrease) occurred. Note with an asterisk (\*) any year that a revaluation occurred.

Year Valuation Established	Valuation Amount (with TIF Districts)
_____	\$ _____
_____	\$ _____
_____	\$ _____

Description:

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**Safe Drinking Water Loan Program (SDWLP)  
Financial Assistance Application**

Form 8700-262 (R 2/12)

Page 10 of 17

C. List the 10 largest employers in the municipality or the community trade area which have a significant impact on your municipality.

Employer	Number of Employees	Type of Business

D. For Sanitary Districts and Public Inland Lake Protection and Rehabilitation Districts:

What is the current population of the district?	Year
Is this figure an actual count or estimate?	When was the district formed?

6. Legal Information

A. Is there any litigation or threatened litigation or factors known which may substantially affect the operation of the municipality or utility in the future?

Yes  No

If yes, please provide background information regarding the litigation or factors and the current status.

B. Are there unfunded retirement or pension liabilities?  Yes  No

If yes, please provide the amount of liability for each:

Retirement Liabilities	Pension Liabilities
\$	\$

Is this information contained in your audited financial statements?  Yes  No



**Safe Drinking Water Loan Program (SDWLP)  
Financial Assistance Application**

Form 8700-262 (R 2/12)

Page 12 of 17

8. Water System Profile

A. Water System Revenue History for the Last Three Fiscal Years

Year	Amount Billed (12 months total)	Amount 30 Days or More Delinquent at Year End
	\$	\$
	\$	\$
	\$	\$

B. What is the **current** ANNUAL amount that the typical **residential** user pays for water service?

\$

C. Are there any rate increases being considered to accommodate this project?

Yes  No

If yes,

1) Indicate rate application submission date to PSC.

Date:   Estimated  Actual

2) What is the expected effective date of the new rates?

Date:   Estimated  Actual

What is the **projected** ANNUAL amount that the typical **residential** customer will pay for water service after this project is completed?

\$

D. Indicate the billing frequency of the water system:  Monthly  Quarterly  Semi-annually  Other

E. Complete the projection of revenues and expenditures of the water system over the next 4 years. This projection outline appears on the next 2 pages.

Notes Regarding Loan Payment Estimate:

- 1) For the "Projected SDWLP Loan Payment" estimate, contact DNR to obtain the current loan program interest rates. You may want to round this interest rate up in order to allow some cushion in case the program interest rates change prior to the loan closing.
- 2) The loan term may not exceed 20 years from the date of the loan closing and must end on a May 1st principal payment date. Accordingly, if the loan is for 20 years but there is 1+ years of construction before the principal payments start, then the loan will be amortized over 19 years (i.e., 19 principal payments) rather than 20 years. In calculating your estimated loan payment, you will need to consider the length of the project construction period in order to determine the number of years remaining to amortize the loan since this affects the size of the loan payment.

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 13 of 17

## Four Year Revenue and Expenditure Projection (Omit Cents)

	Year 1: 20____	Year 2: 20____	Year 3: 20____	Year 4: 20____
<b>Water System Revenues</b>				
User Fees	\$	\$	\$	\$
Hook-up Fees				
Impact Fees				
Special Assessments				
Interest Income				
Property Tax Revenue				
Other Revenue (identify) (Land rentals, sludge disposal, etc.)				
Other				
<b>(A) Total Projected Revenues</b>	\$	\$	\$	\$
<b>Water System Expenses</b>				
Operation and Maintenance Costs (Complete page 14)	\$	\$	\$	\$
Depreciation				
Tax and Tax Equivalent				
Other Expenses (identify)				
<b>(B) Total Projected Expenses</b>	\$	\$	\$	\$
<b>(C) Net Revenues Before Debt Service</b> (A) Minus (B)	\$	\$	\$	\$
<b>Water System Debt Service</b>				
Current Debt Service Payments (Annual Principal and Interest)	\$	\$	\$	\$
Projected new SDWLP Loan Payment (Annual Principal and Interest)				
<b>(D) Total Projected Debt Service</b>	\$	\$	\$	\$
<b>Projected Surplus Revenue (Deficit)</b> (C) minus (D)	\$	\$	\$	\$
<b>Debt Coverage Ratio</b>				
<b>(E) = Line (C) + Depreciation + Tax Equivalent</b> from section above.				
<b>RATIO = E / D</b>	%	%	%	%

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 14 of 17

<b>Operation and Maintenance (O&amp;M) Costs</b>				
<b>Complete Applicable Sections</b>	Year 1: 20____	Year 2: 20____	Year 3: 20____	Year 4: 20____
<b>Administrative Costs</b>				
Meter Reading				
Salaries and Fringes				
Office Supplies				
Legal				
Audit				
Engineering				
Utilities				
Other (specify)				
<b>Transmission/Distribution/Storage Cost</b>				
Labor				
Fringe Benefits				
Power				
Transmission Maintenance				
Distribution Maintenance				
Storage Maintenance				
Transportation Expenses				
Other (specify)				
<b>Water Treatment Plant</b>				
Labor and Fringe Benefits				
Power				
Fuel				
Lab Expenses				
Chemicals				
Insurance				
O&M Supplies				
Transportation Expenses				
Industrial Monitoring				
Building and Grounds Maintenance				
Depreciation (if funded)				
Regulatory Fees				
Other (specify)				
<b>Total O&amp;M Costs</b>				

**Safe Drinking Water Loan Program (SDWLP)  
Financial Assistance Application**

Form 8700-262 (R 2/12)

Page 15 of 17

**Part VI**

**IRS Tax Related Information - Direct questions to the Department of Administration (608) 266-0739**

ALL SDWLP loan applicants must answer the following questions regarding the Project for which this application is submitted. Due to federal law, this information is needed before the SDWLP can provide a loan to finance the Project.

Please check "Yes" or "No" for each of the following questions. "Governmental Units" as used below does not include the federal government or any instrumentality thereof or any non-profit tax-exempt organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended.

- Yes  No 1. Will any portion of the Project be used for anything other than the water system? **If yes, attach a description of the other use.**
- Yes  No 2. Will any portion of the Project be owned by, leased or sold to any person or entity other than a governmental unit? **If yes, attach a description of the planned lease or sale.**
- Yes  No 3. Will any portion of the Project be managed (pursuant to a management contract or an incentive pay contract) by any person or entity other than a governmental unit? **If yes, include a copy of the operating or management contract.**
- Yes  No 4. Will any portion of the Project be used for research or testing pursuant to an agreement with private industry? **If yes, attach a copy of the agreement.**
- Yes  No 5. Will any person, other than a governmental unit, have a priority right to water or other use of the facility through any procedure or contract (other than one permitting bulk discounts to large users) which gives preference to that customer over any other? **If yes, attach the following:**
  - a. Customer name**
  - b. Percent of annual system revenues that they pay**
  - c. Description of special contractual arrangements**
- Yes  No 6. Will your municipality be lending any of the SDWLP loan proceeds to other persons or entities? **If yes, attach a description of the loan program.**
- Yes  No 7. Will less than 75 percent of the SDWLP loan proceeds be applied to the payment of construction and construction related costs for this project? (For example, more than 25 percent of the loan proceeds used for the acquisition of land, project equipment, and expenses related to these acquisitions.)  
**If yes, provide construction percentage: \_\_\_\_\_**
- Yes  No 8. Will any portion of the proceeds of the SDWLP loan be used to reimburse your municipality for project costs paid or incurred to date? **If yes, you must complete PART I, Page 4 of this application.**
- Yes  No 9. Will any portion of this SDWLP loan be used to refinance any notes, bonds or other debts issued for this project? **If yes, you must complete PART VII - #1 and #2 of this application.**
- Yes  No 10. Does your municipality have water rates that only apply to a single business that are not available to other businesses in the same user class?

Footnotes, Comments or Clarifications by Municipality

Part VI of the application was completed by:

Phone No.

Print Name:

( )

# Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 2/12)

Page 16 of 17

## Part VII

### Refinancing Transactions

The following section must be completed if SDWLP loan proceeds will be used to refinance municipal debt issues for water system expenses related to this SDWLP project.

1. For Refinancing of Existing Municipal Water System Debt

Complete the following summary for the debt issues to be refinanced (all or in part) with SDWLP financial assistance.

	Debt #1	Debt #2	Debt #3
Total amount of interim debt	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>
Amount of interim debt eligible for SDWLP funding	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>
Amount that has been received as of this date by the municipality to pay eligible project costs	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>
Amount that has been received as of this date by the municipality and is currently being invested	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>

**Enclose a copy** of the OFFICIAL STATEMENTS OR PROMISSORY NOTES covering all outstanding debt issues to be refinanced. If an Official Statement is not available, then provide the following for each debt issue (note/bond). Most of the following information should be available in the bank note, promissory note, or other debt instrument that the municipality signed:

Original Issue Date	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Interest Rate	<input style="width: 90%;" type="text"/> %	<input style="width: 90%;" type="text"/> %	<input style="width: 90%;" type="text"/> %
Payment Dates (Principal)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Payment Dates (Interest)	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Call Dates	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Notice Required for Call	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Maturity Date	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Prepayment Penalty/Premium	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

Copy of Municipal Borrowing Resolution Submitted:  Y  N Submitted:  Y  N Submitted:  Y  N

(The amount of interest and debt issuance costs to be refinanced are detailed on the budget sheet. See Part II of this application.)

**Safe Drinking Water Loan Program (SDWLP)  
Financial Assistance Application**

Form 8700-262 (R 2/12)

Page 17 of 17

2. For Refinancing of Future Water System Debt Issues

Estimated amount of debt to be issued:

\$

Source of Debt (e.g., bank name, financial advisor)

Use of Debt Proceeds

Call Date(s) for Proposed Debt

Maturity Date of Proposed Debt

Municipal Comments, Footnotes, or Clarifications

**Notify the DNR Project Manager of any material changes in the above information so they are considered in structuring the SDWLP loan. Actual year-to-date refinance figures (accrued interest plus debt issuance costs plus principal amounts drawn by the municipality less interest earned on unspent funds) must be provided to the Bureau of Community Financial Assistance for preparation of the FAA.**

Part VII of the application was completed by:

Print Name:

Phone No.

( )