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# E-Bulletin Newsletter

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### Final 2015 Disbursement Date & Deadline



Requests for Disbursements & final closeout documents are due **Tuesday, December 15, 2015.**



Disbursements will be made on **Wednesday, December 23, 2015.** Also, last loan closing date of 2015.



## Contact Information

### Staff Directory

<http://dnr.wi.gov/Aid/documents/EIF/Guide/managers.html>

### Central Office

Phone: 608-266-7555  
Fax: 608-267-0496



### Mailing Address:

BUREAU OF CFA - CF/2  
DEPT OF NATURAL RESOURCES  
101 S WEBSTER ST  
PO BOX 7921  
MADISON WI 53707-7921



## Market Rate Unchanged Next Quarter

The current market interest rate of 3.25% will continue to be in effect for the quarter beginning January 1, 2016 through March 31, 2016. Wisconsin Department of Administration (DOA) assesses the market rate on a quarterly basis and confirmed this market rate. View our interest rates based on the current market rate, <http://dnr.wi.gov/Aid/documents/EIF/Guide/Interest.html>.

Contact: Robin Schmidt, 608-266-3915,  
[robin.schmidt@wisconsin.gov](mailto:robin.schmidt@wisconsin.gov)

## Welcome New CME, Mike Blodgett

We're happy to announce Mike Blodgett will serve as the West Central Region (WCR) Construction Management Engineer (CME) in the Environmental Loans (EL) program beginning in January (formerly held by Judy Hayducsko).

The CME position works with communities and consultants to assure compliance and quality construction for projects funded with assistance from the Clean Water Fund and the Safe Drinking Water Loan programs.

In his 30-year career with the Department, Mike has worked for Wastewater, Water Supply (Bureau of Drinking Water & Groundwater), and Facilities & Lands programs. He adds:

“This new opportunity will allow me to bring all of my program knowledge together and continue learning. On a personal note, I'm married (29 years) with 2 full-grown kids. I love spending time outdoors, making firewood and maple syrup, gardening, smoking homemade sausage, home construction projects... and more.

I am very proud to be able to work to protect Wisconsin's natural resources and love to leave things better than I find them. I look forward to getting back to the field where the work gets done!”



“And now the work begins!” DIY, Big Horn Mountains of Wyoming, 2011

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## On-Line ITA/PERF Process – the Good, the Bad, & the Future

We've learned a lot since the implementation of the on-line system for Intent to Apply (ITA) & Priority Evaluation and Ranking Formula (PERF) submittals went live this fall. In general, the positive comments we have received to date represent a successful transition to a more automated and less time-consuming process for all.

We received 262 Clean Water Fund Program ITAs/PERFs and 252 Safe Drinking Water Loan Program ITAs/PERFs; 514 total.

### ITA/PERF Reviews

Our ITA reviews include:

- Verifying your project scope description
- Determining if your ITA is for a project with a previously submitted ITA
- Assigning a project number (if necessary)
- Assigning staff (project manager and CME)
- Ensuring contact information is accurate

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The system sends email notifications to you when we *receive* your on-line ITA/PERF and when the ITA review is completed & *approved*.

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Our PERF reviews include:

- Determining the overall eligibility of your project for funding
- Clarifying information provided in the PERF
- Determining the need to split the project into multiple projects based on project scope
- Verifying points and supporting documentation
- Finalizing your project's priority score

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The system will send a final email notification to you when your on-line PERF score has been determined/confirmed. You can then log onto the on-line system and see the final point values assigned to your project along with any comments by the DNR reviewer.

Please go to the Next Step link provided in that email if you intend to pursue funding.

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### Project Priority List

Once PERF scores are finalized, we will generate and publish the Project Priority List (PPL) on the Environmental Loans website. Municipalities have 30 days from the date the PPL is published to "object" to their score based on **new information not available to them** at the time of the ITA/PERF submittal.

Having your project on the PPL means that it is eligible for funding in the next state fiscal year. **It does not guarantee funding** – you must submit an application for funding (by the appropriate deadline) to determine specific cost eligibilities and the amount of funding available for your project.

We are hoping to publish the PPL in early January. Some projects for which ITAs/PERFs were submitted are not eligible for funding due to the nature of the project. These projects will be identified at the end of the PPL as Not Eligible, so that we continue to be transparent with all ITA/PERF submittals.

As you and your staff may appreciate, this is the first holiday season without the December 31 ITA/PERF deadline!

### Changes to Note

There are several changes with our on-line system that will affect your project:

**We are no longer requesting additional information** during the PERF evaluation process to justify points requested in the PERF. Next year, we will enhance our system to more clearly identify when supporting documentation is needed for justifying requested points. Since the documentation is part of the PERF system, requesting additional information after the deadline is not allowed. We compensate for this by reminding you that you can ask for your project to be rescored at the time that you submit an application for funding. At that time you can submit additional documentation to support your initial score request.

[On-Line ITA/PERF Process continued on page 3](#)

### On-Line ITA/PERF Process continued from page 2

The revised scoring system, effective July 1, 2015, scores differently CWFPP projects that are outside (collection-system related) and inside (facility-related) "the fence". **Splitting complex CWFPP projects that include work both inside and outside "the fence" is necessary to complete the scoring process.** This is consistent with how projects are split in the SDWLP. We can still award one loan for the entire project, even though the project has been split for the purpose of scoring.

The main impact of splitting projects relates to the fact that collection-system projects tend to score lower than facility-related projects, and hence may not score high enough to receive principal forgiveness (PF). We can award one CWFPP loan to a municipality for two projects for which the higher scoring project receives PF and the lower scoring project does not.

### Rescoring Projects

You are allowed to submit a new PERF when you submit an application for your project. The codes specify a time period (within 30 days of the application deadline for CWFPP and within 45 days of the application deadline for SDWLP) during which a new PERF may be submitted for your project. The submittal of the new PERF can include missing documentation or other clarifying information not submitted with the initial ITA/PERF.

All projects for which applications are received are listed on the Funding List in priority score order. If you submit a new PERF for your project within the deadline noted above, your project will be listed on the Funding List with the new recalculated score if information provided at that time warrants a different score.

### On-Line System Closed for Updates

At this time, the on-line system has been shut down until next year. We are making programming adjustments related to what we've learned through this process and look forward to having the system back up & improved by July 1, 2016.

If you have a project for which a variance for the on-line ITA/PERF submittal deadline has been approved, your project manager will contact you for further instructions.

### Contact Information

Direct CWFPP ITA/PERF questions to:

- Candice Sovinski, 608-264-8986, [candice.sovinski@wisconsin.gov](mailto:candice.sovinski@wisconsin.gov)

Direct SDWLP ITA/PERF questions to:

- Mary E. Wagner, 608-267-7475, [marye.wagner@wisconsin.gov](mailto:marye.wagner@wisconsin.gov)

Direct comments or questions about using the on-line system for ITA/PERF submittals to:

- Becky Mesdjian, 608-266-5888, [rebecca.mesdjian@wisconsin.gov](mailto:rebecca.mesdjian@wisconsin.gov)

Direct other questions to the appropriate person using the Environmental Loans (EL) staff directory, which lists contact information and their areas of expertise, <http://dnr.wi.gov/Aid/documents/EIF/Guide/managers.html>.

### Survey

We will be sending out an email survey to our customers in early January to get programmatic feedback and suggestions for continual process improvements. Please take a few minutes to share with us your ideas & suggestions! ■

**DNR Offices**  
will be closed on  
**December 24 & 25**  
**December 31**  
**January 01, 2016**

We wish you all a safe & happy holiday season!

