

Safe Drinking Water Loan Program (SDWLP) Financial Assistance Application

Form 8700-262 (R 7/11)

Leave Blank - DNR Use
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.

Personally identifiable information provided on this form will be used to determine eligibility for SDWLP assistance, may be used for SDWLP newsletter and reference guide mailing lists, and may be provided to requesters as 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).

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

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:
____/____/____	3 copies 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., P.O. 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?

1. Yes No SDWLP application form - 2 copies
 2. Yes No N/A Proposed user charge system, if non-PSC regulated - 2 copies (Part V)
 3. Yes No N/A Contracts with system users - 2 copies (Part V)
- One copy only of the following:**
4. Yes Engineering Report or other plan approval letter
 5. Yes No All pertinent approvable and biddable Project Plans and Specifications
 6. Yes No N/A Executed contract with architectural/engineering (A/E) firm for engineering report, if costs requested
 7. Yes No N/A Executed contract for test well services, if costs requested
 8. Yes No N/A Executed contract with A/E firm for plans and specifications, if costs requested
 9. Yes No N/A Proposed or executed contract with A/E firm for construction management, if costs requested
 10. Yes No N/A Reimbursement Resolution (Part 1)
 11. Yes No Authorized representative resolution (Part I)
 12. Yes No N/A Proposed or executed intermunicipal agreement (Part IV)
 13. Yes No Municipality's current year budget with budget year-to-date information (Part V)
 14. Yes No Current year water utility system budget (Part V)
 15. Yes No Municipality's financial audit reports for last 3 years (Part V)
 16. Yes No N/A 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).

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Plan and Specifications Approval(s)

Plan 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 each prime contractor			
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. municipal resolution or meeting minutes awarding the construction contract or notice of award			
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. ALL 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)			
Other Required Items - Only if applicable to your project	N/A or ✓	Target Submittal Date	Actual Submittal Date
8. Proof of user charge adoption, if non-PSC regulated			
9. Application to increase water rates (<i>submit to PSC no later than September 15th</i>)			
10. Proof of PSC water rate approval (must be approved and issued by PSC by March 15th)			
11. Executed contract with A/E firm for construction management, if costs requested			
12. Force Account Certification (Form 8700-245), if costs requested			
13. Executed intermunicipal agreement (Part IV)			
14. Copy of title or deed for land purchased for the project, if land purchase costs requested			
15. Statement of payoff amount, if refinancing a portion of or an entire debt			

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.

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Project Information

Detailed Project Description (List major portions of the project)

List other municipalities served by the project. _____ _____ _____	Construction Start Date	<input type="checkbox"/> Estimated	<input type="checkbox"/> Actual
	Substantial Completion Date	<input type="checkbox"/> Estimated	<input type="checkbox"/> Actual
	Final Completion Date	<input type="checkbox"/> Estimated	<input type="checkbox"/> Actual

Financial Assistance Requested

Indicate all types of SDWLP financial assistance requested in this application. Check all boxes that apply.

- Financing Project - You have not proceeded with construction and will use SDWLP funds as costs are incurred for this project.
- Reimbursement of Municipality's Internal Fund - You used **internal** funds to pay for costs for this project and would like SDWLP financing to reimburse your **internal** funds.
- Refinancing Outstanding Debt - You have already taken out a non-SDWLP debt to pay some or all of your project costs and would like SDWLP funding to refinance this debt. **Complete Part VII.**
- Refinancing Planned Future Debt - You plan to take out non-SDWLP debt to pay for construction costs; this debt will be refinanced with SDWLP financing when non-SDWLP debt is callable or at its maturity. **Complete Part VII.**

For Reimbursement of Municipality's General Fund (or other fund)

Execution of a Reimbursement Resolution IS RECOMMENDED. If a Reimbursement Resolution is not executed, the SDWLP may not be able to reimburse all of the costs paid by the municipality under IRS regulations.

Attach a copy of the Reimbursement Resolution that shows municipal intent to borrow at a future date in order to reimburse the general fund, or other fund, for project expenses paid by the municipality.

Estimated amount of reimbursement for project costs paid from municipal funds: \$

Authorized Representative Certification

To the best of my knowledge and belief, data provided in this application is true and correct. Furthermore, the applicant assures it possesses the legal authority to apply for SDWLP assistance and to finance and construct the proposed facilities. The person identified below is authorized to act as the representative of the applicant in connection with the application and to provide additional information as needed. **Attached is a copy of the Authorized Representative Resolution.**

Printed or Typed Name of Representative	Title
Signature of Representative	Date Signed

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. **Executed** 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. **Executed** 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. **Executed** 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. **Executed** 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>.

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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
1. Force Account Work #1 Total		\$	\$	\$	\$
2. Interim Financing					
a. Net Interest Expense					
b. Legal/Bond Counsel/Underwriter					
c. Financial Advisor					
#2 Total		\$	\$	\$	\$
3. Engineering Report Prep #3 Total		\$	\$	\$	\$
4. Plans/Specs Preparation					
a.					
b.					
#4 Total		\$	\$	\$	\$
5. Land or Easement Acquisition					
a. Purchase Price					
#5 Total		\$	\$	\$	\$
6. Engineering/Construction Mgmt					
a. Test Well Services					
b.					
c.					
d.					
e.					
#6 Total		\$	\$	\$	\$
7. Construction/Equipment					
a.					
b.					
c.					
d.					
#7 Total		\$	\$	\$	\$
8. Contingency (enter 10% of line 7; DNR will adjust amount) #8 Total		\$	\$	\$	\$
9. Miscellaneous Costs					
a. Administrative Expenses					
b. Land/Easement Legal/ Appraisal Costs					
c. Removal/Relocation of Utilities					
d.					
#9 Total		\$	\$	\$	\$
10. SDWLP Closing Costs					
a. Bond Counsel					
b. Financial Advisor					
#10 Total		\$	\$	\$	\$
11. Total Project Costs TOTAL		\$	\$	\$	\$

*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 Loan 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.

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	\$ <input style="width: 150px; height: 25px;" type="text"/>
Land Acquisition	<input style="width: 150px; height: 25px;" type="text"/>
Source Water Treatment	<input style="width: 150px; height: 25px;" type="text"/>
Transmission or Distribution	<input style="width: 150px; height: 25px;" type="text"/>
Storage	<input style="width: 150px; height: 25px;" type="text"/>
Other Needs	<input style="width: 150px; height: 25px;" type="text"/>
Purchase of system/capacity restructuring	<input style="width: 150px; height: 25px;" type="text"/>
Total Project Costs	\$ <input style="width: 150px; height: 25px;" type="text"/>

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

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

Part III - B

Environmental Review Checklist

1. Has another agency (e.g., PSC, Commerce, USDA, etc.) already prepared an Environmental Review of this project?
 Yes No If yes, attach a copy and proceed to Part IV. If no answer the following questions.
2. Does the entire project occur on previously disturbed land? Yes No
3. Does a portion, or all, of the project take place on land that was not recently used for agricultural, industrial or urban purposes? Yes No
4. Does this project significantly increase the rate of groundwater withdrawal? Yes 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.

Part V

Financial Information - Direct questions to the Department of Administration (608) 267-1836

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

- A. Municipality's current year budget with year-to-date information.
- B. Current year water system budget.
- 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")

- 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.
- E. Latest official statement (prospectus) if the municipality has publicly issued bonds/notes and the bond authorizing resolution for most recent water system bond.
- F. Proposed user charge system (non-PSC regulated applicants only).
- G. Are there any special payment or user charge contracts with system users.

Yes No If yes, attach a copy of each agreement.

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

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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	Purpose
20	\$ _____	_____
20	\$ _____	_____
20	\$ _____	_____

5. General Municipal Information

A. List your municipality's five largest property tax payers.

Property Tax Payer	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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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.

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Four Year Revenue and Expenditure Projection (Omit Cents)

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

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Operation and Maintenance (O&M) Costs

Complete Applicable Sections	Year 1: 20____	Year 2: 20____	Year 3: 20____	Year 4: 20____
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Administrative Costs

Meter Reading				
Salaries and Fringes				
Office Supplies				
Legal				
Audit				
Engineering				
Utilities				
Other (specify)				

Transmission/Distribution/Storage Cost

Labor				
Fringe Benefits				
Power				
Transmission Maintenance				
Distribution Maintenance				
Storage Maintenance				
Transportation Expenses				
Other (specify)				

Water Treatment Plant

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)				
Total O&M Costs				

Part VI

IRS Tax Related Information - Direct questions to the Department of Administration (608) 267-1836

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 a loan can be made to finance the Project. Questions on this section should be directed to: Department of Administration, (608) 267-1836.

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:

()

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	\$	\$	\$
Amount of interim debt eligible for SDWLP funding	\$	\$	\$
Amount that has been received as of this date by the municipality to pay eligible project costs	\$	\$	\$
Amount that has been received as of this date by the municipality and is currently being invested	\$	\$	\$

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			
Interest Rate	%	%	%
Payment Dates (Principal)			
Payment Dates (Interest)			
Call Dates			
Notice Required for Call			
Maturity Date			
Prepayment Penalty/Premium			

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.)

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 that 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:

Phone No.

Print Name:

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