

Wire Transfer Fees

If your municipality is allocated Principal Forgiveness (PF), you may receive more than one wire transfer depending on which program you were awarded PF from.

- SDWLP projects currently only receive 1 wire transfer when funding is split between loan and PF dollars.

- CFWP projects may receive more than 1 wire transfer depending on where funds are being disbursed from.

Direct questions to the Department of Administration (DOA) [Capital Finance Office](#) staff.

July 1, 2019 Deadline for SDWLP SFY 2020 Applications

The State Fiscal Year (SFY) 2020 Safe Drinking Water Loan Program (SDWLP) [Project Priority List \(PPL\)](#) identifies all projects that are eligible to submit an application. If your municipality appears on the PPL and you wish to pursue funding, review the following documents:

- [Next steps for SDWLP funding](#)
- [SDWLP application process and contents](#)

Submit online by July 1, 2019

For State Fiscal Year 2020 funding, you must submit your Safe Drinking Water Loan Program Application with all required documentation through the online system on or before the **July 1, 2019 deadline**. (Since June 30th falls on a Sunday, that deadline, by statute, is extended to Monday.)

Online Application System

The [online system](#) for application submittals includes functions for uploading required documents; applications

cannot be submitted unless they are complete. For assistance accessing the online system, entering information, and submitting the application, please review the [SDWLP Application Help Text](#).

PERF score reevaluation requests

If you submit an eligible application for a project and you have new or additional information that will potentially modify the project's Priority Evaluation & Ranking Formula (PERF) score, you may submit a PERF score reevaluation request up to 45 days after the SDWLP application deadline. Reevaluation requests will be reviewed, in the order they are received, *after* the SDWLP deadline. Email an explanation with evidential documents by 08/15/2019 to the SDWLP Coordinator.

Contact information

Nicole (Mathews) Fuentes, SDWLP Coordinator
Nicole.Fuentes@wisconsin.gov
608-266-0849

Draft SDWLP SFY 2020 IUP

The DNR will be seeking public comments this July on the [Draft Intended Use Plan \(IUP\)](#) for the Safe Drinking Water Loan Program for State Fiscal Year 2020. We will follow the requirements of 2017 Wisconsin Act 369 with respect to recent Wisconsin Supreme Court proceedings.

The draft SDWLP SFY 2020 IUP was posted for public comment on the DNR webpage for proposed program guidance and the same version of it will be posted under the new process. Once it's available, we will send a link and additional information to our program users.

The Draft Clean Water Fund Program SFY 2020 IUP is also anticipated to be posted in July for public comment.

Direct questions about the IUPs to Becky Scott at 608-267-7584 or Rebecca.Scott@wisconsin.gov.

IUP Highlights

The following are modifications to SDWLP policies that are further described in the SDWLP SFY 2020 IUP:

Automatic designation of federal equivalency projects: Starting in SFY 2020, all projects in municipal-

ities with populations of 10,000 or more and project costs of \$1,000,000 or greater are automatically designated as federal equivalency projects.

No principal forgiveness will be awarded on costs covered by other funding sources: When calculating costs eligible for principal forgiveness, only costs being financed by the SDWLP or covered by internal funds are included in the calculation. Costs covered by a loan from another funding source are no longer included.

Minimum loan amount required to receive principal forgiveness: A minimum of 30% of the eligible project costs used to calculate principal forgiveness must be taken as a loan in order to qualify for the principal forgiveness.

Potential leveraging of the SDWLP: The Governor's 2019-2021 Biennial Budget includes provisions to provide the authority to issue revenue bonds for the SDWLP under the same leveraged structure as was done for the Clean Water Fund Program in 2015. If this provision becomes law, revenue bonds would be issued for the required state match and would also result in increased funding available for SDWLP loans.

SFY 2020 SDWLP Principal Forgiveness Points for DNR-Approved Asset Management Plans and Public Water System Partnerships

As outlined in the SFY 2020 Safe Drinking Water Loan Program (SDWLP) Intended Use Plan (IUP), applicants can earn additional principal forgiveness (PF) points for Asset Management Plans (AMPs) and Public Water System (PWS) Partnerships.

To earn these points, the applicant must submit the required information to the DNR Drinking Water Program for approval by **June 30, 2019**.

- **Email the required materials to** Nicholas.Bertolas@Wisconsin.gov

Execute new partnership - 5 points

Applicants who execute a NEW Public Water System (PWS) Partnership (within the previous twelve months) between two or more water systems, in which the technical, managerial, or financial (TMF) capacity will be improved in one or more water systems, will be eligible to earn five (5) principal forgiveness points.

The [PWS Partnership Requirements](#) outlines the required criteria and materials that must be submitted to the DNR Drinking Water Program for approval no later than June 30, 2019.

Develop new AMP - 10 points

Applicants who develop a NEW Asset Management Plan (completed within the previous twelve months) will be eligible to earn ten (10) principal forgiveness points.

The [AMP Requirements and Water System Asset Inventory](#) details the required information that must be submitted to the DNR Drinking Water Program for approval no later than June 30, 2019.

Amend existing AMP - 5 points

Applicants who revise or update an existing Asset Management Plan (within the previous twelve months) will be eligible to earn five (5) principal forgiveness points.

The [AMP Requirements and Water System Asset Inventory](#) details the required information that must be submitted to the DNR Drinking Water Program for approval no later than June 30, 2019.

Contact information

Nicholas Bertolas
Water Supply Specialist
Nicholas.Bertolas@Wisconsin.gov
608-266-3484

Lead ALE (Action Level Exceedance)

Context: The information provided in the [Priority Evaluation and Ranking Formula \(PERF\)](#) determines a project's priority score. The loan funding allocation methodology is structured to provide Safe Drinking Water Loan Program funds to projects with the highest priority scores.

Watermain replacement projects including LSL replacements

Communities that experience a lead action level exceedance (ALE) *and* are required to replace lead service lines (LSLs) under the Lead and Copper Rule may qualify for "Risk to Human Health" (RHH) priority score points (*section HH1d in the SDWLP PERF*) for watermain replacement projects.

In order to receive RHH points in watermain replacement projects, or portions of a project, at least 40% of the service lines being replaced must be lead. Also, project funding will require [full LSL replacement](#) (from water main to water meter).

PERF score reevaluation requests

If your community experienced a lead action level exceedance after October 31, 2018, please submit a PERF score reevaluation request with supporting documentation of the lead ALE *and* evidence of [at least 40% lead service lines](#) along your watermain replacement project in order to receive the additional RHH points. Requests are due within 45 days of the June 30th application deadline. Submit requests to the SDWLP Coordinator, Nicole Fuentes, at Nicole.Fuentes@wisconsin.gov by **August 14, 2019**.

Contact information

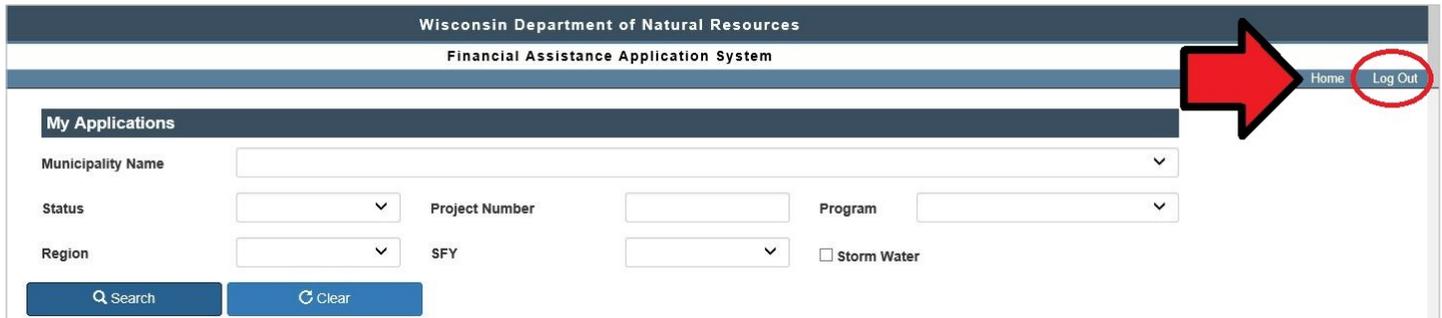
[Jim Witthuhn](#)
Water Supply Engineer
608-267-9659

[Cathy Wunderlich](#)
Public Water Engineering Section Chief
608-266-0857

New Log Out Button

We added a “Log Out” button to the Online Application/ Document Upload system. Please use the button from now on to logout of the system (*instead of leaving or closing the internet browser window*).

Please direct questions about the online system to Becky Mesdjian, Database Manager, at 608-266-5888 or Rebecca.Mesdjian@wisconsin.gov.



Upload Correct Document Type

The new requirement to upload “post-application” loan documents using the [online system](#) is part of our initiative to go paperless.

- Note: Only PDFs can be uploaded, and the file size must be 50MB or less.

The upload feature replaces the process of mailing, hand delivering, and emailing “pre-loan” documents, and reduces the time it takes for us to receive your forms and supporting documents.

When you upload a new document, you must select the correct document type from the drop-down menu of the appropriate category. The DNR loan project manager may deny an otherwise acceptable document if it’s uploaded under the wrong category or type.

You may upload more than one of any document type in all of the categories. Each document category has many document types, which can cause uncertainty.

You may wish to save or print the following to view during the document upload process:

- [Document Upload Categories & Types \(PUB-CF-067\)](#)
- [Document Upload Screen Instructions \(PUB-CF-065\)](#)

To change the category or type, ...

You can delete a document before the DNR loan project manager “Accepts” it (but not after). Resubmit the document under the correct category and type.

Related links

- Read more about the upload feature in the previous article, “[Loan Document Upload Requirement.](#)”
- Supplemental guidance on [supporting documentation](#) and [invoice documentation](#) is available online.

About the Loan Documents Screen

- The loan documents table can be sorted by clicking on a column’s heading.
- **Required documents have an asterisk (*) after the name.**
- Documents previously uploaded with the application submittal are indicated with “Yes” in the “From App” column.

Document Name 	File / Link	Upload Date	User ID	From App 	Delete
Authorized Representative Resolution 	Reimbursement Resolution Moreland Blvd.pdf	01-17-2019 12:19 PM	marcumr	Yes 	
Reimbursement Resolution (*)	CWFP SFY18 Funding List.pdf	04-18-2018 12:49 PM	marcumr	Yes	
Reimbursement Resolution (*)	CWFPdeadlinesDuringSFY2018.pdf	04-18-2018 12:50 PM	marcumr	Yes	

Upload Correct Document Type continued from page 4

Directions for the Construction Contract Documents Type

Under the Bidding/Construction category, the Construction Contract Documents type is unique in that it can include any number of sub-documents (e.g., bid advertisement, executed contracts, engineer's recommendation, etc.) contained in the PDF.

Directions

Follow steps 1-3: [Document Upload Screen Instructions \(PUB-CF-065\)](#).

Step 4)

To upload a new document, you must select the correct document type from the drop-down menu in the appropriate category.

- a) Select reason for upload from listed categories: Bidding/Construction
- b) Select document type from that category's list: Construction Contract Documents

Document: Construction Contract Documents (*) ▼

Contract Name/Number: Required.

Select the documents included within the PDF and enter the page number of the document. Note that documents can be loaded individually, if not included within a larger PDF, and entered with a page #1 (i.e. Bid ad, Engineer's recommendation, Bid tabs, etc.)

<input checked="" type="checkbox"/> Executed Construction Contract (*)	Page	Required.
<input checked="" type="checkbox"/> Federal wage rates (*)	Page	Required.
<input checked="" type="checkbox"/> Bid ad with proof of publication (*)	Page	Required.

a. To upload an individual document:

- i. Enter the contract name/number associated with the document.
- ii. Select the sub-document type of the PDF (e.g., bid advertisement).
- iii. Enter one (1) for the page number.

b. To upload a document full of sub-documents:

- i. Enter the contract name/number associated with the document.
 - ii. Select the sub-document types included in the PDF (e.g., bid ad, executed contracts, engineer's recommendation, etc.).
 - iii. Enter the corresponding page number for each selected sub-document type.
- c) Browse to and select the document file you saved on your computer.
 - d) Click the "Upload File" button to add it.
 - e) It then will be listed on the loan documents screen.
 - f) Your DNR loan project manager will review the documents. After they determine that it meets the CWF/SDWL Program requirements, it will be "Accepted".

Staff Updates

Nicole (Mathews) Fuentes

As some of you may already know, Nicole Mathews, SDWLP Coordinator, is now Nicole Fuentes. Congratulations on your marriage! Her new email address is Nicole.Fuentes@wisconsin.gov. Nicole's phone number remains the same, 608-266-0849.

New DOA Capital Finance Officer, Andrew Behm

We are pleased to share that Andrew Behm is the new Capital Finance Officer doing loan underwriting and pro-

ject closeouts. Contact him at 608-266-0739 or Andrew.Behm@wisconsin.gov.

The Department of Administration (DOA) is in the process of hiring for another Capital Finance Officer.

- Please be mindful of our temporary staffing situation as we work towards loan closings.
- Submit requested documents to us in a timely manner to keep closing schedules on track.

How to Subscribe To and Unsubscribe From E-Bulletins

The Wisconsin DNR Environmental Loans staff publish this electronic newsletter to alert customers of upcoming EL program deadlines and changes, and to provide assistance on topics that need clarification.

For timely delivery of future electronic newsletters and notices **or** if you no longer need or wish to receive our

E-Bulletins, send an email stating such with your contact information to Kay Christensen, EL Outreach Coordinator, at Kay.Christensen@wisconsin.gov.

- Required contact information includes your name, email address, and municipality/company.