

E-Bulletin Newsletter



To provide affordable financial assistance to communities within Wisconsin for water infrastructure projects that protect and improve public health and water quality for current and future generations.



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Training Announcement for Private LSL Replacement Funding Program

The Wisconsin Departments of Natural Resources and Administration and the Public Service Commission invite you to join us for an online training to discuss details of the private lead service line (LSL) replacement funding program. After registering, you will be emailed a link to the webinar.

1st Webinar September 2, 2020 9:30 AM—12:30 PM CDT

2nd Webinar September 24, 2020 1:00 PM—4:00 PM CDT

Register at: <https://www.surveymonkey.com/r/Q6FQWBH>

Eligible Applicants: Municipalities must report LSLs to the PSC in order to be eligible for funding. Funding is not limited to disadvantaged municipalities; any water system that has reported privately owned service lines made of lead and/or galvanized material to the PSC will be eligible to apply.

Upcoming Deadlines

September/October

SFY 21 SDWLP Draft Funding List published.

September 15

Last recommended date to submit rate application to PSC (following SFY 21 SDWLP application submittal).

September 30

SFY 21 CWFP application deadline for Principal Forgiveness projects.

October/November 2020

SFY 21 SDWLP Final Funding List published.

October 30, 2020

SFY 21 CWFP PF PERF score reevaluation requests deadline (within 30 days of application deadline).

November 2, 2020

SFY 22 ITA/PERF deadline.

Meja Maka Retired

After 32 years with the DNR, Meja Maka has retired. His last day in office was July 31st. His calm and friendly nature will be missed by staff in the Environmental Loans Section. We wish Meja the best in his retirement where we know he will continue his passion for learning. His primary specialty was Disadvantaged Business Enterprises (DBEs). [Matt Marcum](#), Project Manager Supervisor, is responsible for filling this vacancy.

Greg Farmer, SDWLP Coordinator

We're excited to announce that we've filled our vacant Safe Drinking Water Loan Program Coordinator position – please congratulate [Greg Farmer](#) on the new position! Greg officially started his new position on July 20th. His email and phone number (608-266-5889) remain the same.

Greg brings great skills in accounting and attention to detail. He has been with the State of Wisconsin for 9 years. He previously worked for the Department of Revenue as well as DNR's Finance and Human Resources programs. Greg has been a project manager within the Environmental Loans Section since 2016. He also worked with disbursements, EPA reviews, the development of the new lead service line program, and helped train new project managers.

DNR, Environmental Loans Section—CF/2, 101 S. Webster Street, PO Box 7921, Madison, WI 53707-7921
dnr.wi.gov/aid/eif.html | CWFP phone: 608-267-7475 | SDWLP phone: 608-266-5889 | [staff directory webpage](#)



Program implementation details are outlined in chs. [NR 162](#) and [NR 166](#), Wis. Adm. Code. [Legal notice](#): This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts. The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240. This publication is available in alternative format upon request, call 608-267-9481 for more information.

PSC Applications Due September 15th

September 15, 2020 is the DNR's last recommended date to submit rate case applications to PSC for SFY 2021 SDWLP projects.

One of the requirements for closing a SDWLP loan is that the municipal utility has water rates in place that are adequate to repay the loan and continue proper operation of its water system.

In order to incorporate costs associated with a major construction project into rates, a utility potentially needs to file a Conventional Rate Case (CRC).

All the rate case applications are screened for completeness and incomplete applications are not acceptable. All

required documentation must be submitted with the complete application by September 15th.

The PSC's goal is to process a rate case application within 180-210 days after receipt by the PSC.

Required rate increases *must be in effect before* the project's Financial Assistance Agreement (FAA) can be executed, per s. NR 166.11(7) Wis. Adm. Code.

[Learn more](#) about coordinating the SDWLP requirements with the PSC rate case process.

Direct questions about the rate increase process to PSC at 608-266-3766 or PSCWaterAppMail@wisconsin.gov.

November 2nd is the Deadline for State Fiscal Year 2022 Intents to Apply (ITAs)

For SFY 2022 funding, you must submit your notice of Intent to Apply with Priority Evaluation and Ranking Formula information through the online system on or before the **November 2, 2020 deadline**. (Since October 31st falls on a Saturday, that deadline, by statute, is extended to Monday.)

This statutory deadline for [Intents to Apply](#) applies to all types of projects funded under the Clean Water Fund Program and the Safe Drinking Water Loan Program.

Online system & submittal process

You will receive an eblast when the online system is ready for ITA entry and submittal. Visit the [online system webpage](#) to access and learn about the online system and submittal process.

Upload documents for Priority Evaluation & Ranking Formula points

Appropriate supporting documentation will be required in order to receive Priority Evaluation and Ranking Formula points (for both loan programs). If documentation is not uploaded, zero points will be given for that question.

Authorization Certificates Due October 23, 2020

October 23rd is the final submittal date for SFY 2022 [Online Submittal Authorization Certificates](#).

A municipality may choose to allow a consultant to submit materials through the online system on behalf of the municipality by completing this form and selecting whether the consultant shall have access to enter, or enter and submit, required materials through the online system.

Authorization shall not be granted to a consultant until a complete, signed form is received by the department.

Starting in State Fiscal Year 2021, the designated consultant's authorization remains in effect until the municipality notifies the department that the consultant is no longer allowed to submit information on behalf of the municipality. Learn more in "[Online Submittal Authorization in Effect Until Revoked](#)" on page three of E-Bulletin Volume 8, Issue 05.

WAMS ID and Switchboard Requests Due October 23rd

October 23, 2020, is the final submittal date for Web Access Management System user ID (WAMS ID) requests and Switchboard access requests. To gain access to the online system, you must create a WAMS ID and then register with the Switchboard.

Get WAMS and Switchboard registration instructions from the [online system webpage](#).

SFY 2021 CWFP PF Applications Due September 30th

As of July 1st, you can submit online Clean Water Fund Program (CWFP) applications requesting SFY 2021 financial assistance. You may wish to review the guidance document, [CWFP Application Process & Contents](#).

For assistance accessing the online system, entering information, and submitting an application, review the [CWFP Online Application Help Text](#). All SFY 2021 CWFP applications must be submitted via the [online system](#).

- CWFP applications are accepted year-round for projects not seeking principal forgiveness (PF).
- Applications are due **September 30, 2020** to compete for SFY 2021 CWFP principal forgiveness.

Exceptions

Any applications to the [Small Loans Program \(SLP\)](#) must be submitted in hard copy or by email using the Interest Rate Subsidy Application ([Form 8700-249](#)).

- Submit SFY 2021 SLP applications anytime during the state fiscal year.
- SLP projects are *not* eligible for principal forgiveness.

Any Applications to the Pilot Projects Program must be submitted in hard copy or by email using the Pilot Projects Financial Assistance Application ([Form 8700-378](#)).

- Submit SFY 2021 pilot project applications anytime during the state fiscal year.
- Pilot projects are *not* eligible for principal forgiveness.

Plans and specifications reminder

Submit **required copies** of approvable, biddable plans and specifications to the DNR Bureau of Water Quality for approval by the September 30th application deadline.

- Follow requirements as explained in the DNR's [Plan Submittal Requirements for Sewerage Systems](#).

An **additional, electronic copy** of approvable, biddable construction plans and specifications must be submitted by the September 30th application deadline to the Bureau of Community Financial Assistance for all portions of the project for which funding is being requested.

Payment Options for Debt Service Invoices

On September 17, the Department of Administration (DOA) will send out debt service invoices for the Safe Drinking Water Loan and Clean Water Fund Program loan November 1st debt service (interest only) payments.

Wisconsin Local Government Investment Pool transfer

The DOA preferred method for receiving payment is a transfer from the Wisconsin Local Government Investment Pool (LGIP). LGIP accounts provide a secure investment option for all Wisconsin local governments, including counties, cities, villages, towns, and other entities. Transfers from the LGIP are efficient and reliable.

To schedule an Environmental Improvement Fund (EIF) loan payment via your online LGIP account:

- 1) Log in,
- 2) Select "Withdraw Funds",
- 3) Select "State Payment" radio button, and
- 4) From drop-down menu, choose "S3 - Env Impr/Clean Water/Safe Drinking Loan".

The image shows a payment selection interface. At the top, there are two radio buttons: 'Wire' (unselected) and 'State Payment' (selected). Below this is a dropdown menu with the text 'S3 - Env Impr/Clean Water/Safe Drinking Loan' and a downward arrow.

ACH transfer

DOA is pleased to announce a new payment options for our customers! Beginning with the November 1, 2020 invoices, DOA now accepts payments via ACH transfer. Due to timing issues associated with ACH transfers, all transfers must be received by our office no later than Tuesday, October 27, 2020. Look for the new option on the September 17th invoice.

Contact information

As always, if you have questions or suggestions to improve the invoice process, or questions or concerns with your scheduled loan repayments, we encourage you to send them to DOAEIF@Wisconsin.gov.

Revised American Iron & Steel Forms Available

Direct questions on [Forms](#) shown below to Rebecca.Scott@wisconsin.gov.

- SDWLP American Iron and Steel Certification (Form 8700-356)
- CWFP American Iron and Steel Certification (Form 8700-361)