

INFRASTRUCTURE REVOLVING LOAN FUND (Fund B) LOAN APPLICATION

I. GENERAL PROJECT SUMMARY

1. PROJECT TITLE

PROJECT NUMBER

(WX or SX #)

2. LEGAL APPLICANT

Applicant Name:

Street/P.O. Box:

City, State & Zip Code:

Telephone:

Email:

County:

Contact Person:

3. APPLICATION CONTACT PERSON

(Consultant, Area Development District, etc.)

Name:

Title:

Firm:

Street/P.O. Box:

City, State & Zip Code:

Telephone:

Email:

4. ENGINEERING FIRM

Name: _____

Street/P.O. Box: _____

City, State & Zip Code: _____

Contact Person: _____

Email: _____

5. BRIEF DESCRIPTION OF PROJECT (Attach project maps)
(this description will be reviewed against the existing project profile for the project and should be consistent with the description therein)

6. FINANCING PACKAGE PROPOSED

Source	Amount	Type Loan/Grant	Rate%	Term	Status
Fund B				20 years	Application
TOTAL					

Attach evidence of commitment from other funds.

7. CERTIFICATION

To the best of my knowledge and belief, the information contained in this application is true and correct.

Typed Name and Title
Chief Executive Officer

Signature

Date

Project Cost Summary

Project Title: _____

WRIS#: _____

Project Budget: Estimated _____

As Bid _____

Revised _____

Cost Classification		KIA Loan	Funding Source 1	Funding Source 2	Funding Source 3	Funding Source 4	Funding Source 5	Local Funds	Unfunded Costs	Total
1	Administrative Expenses									
2	Legal Expenses									
3	Land, Appraisals, Easements									
4	Relocation Expenses & Payments									
5	Planning									
6	Engineering Fees – Design									
7	Engineering Fees – Construction									
8	Engineering Fees – Inspection									
9	Engineering Fees – Other									
10	Construction									
11	Equipment									
12	Miscellaneous									
13	Contingencies									
Total										

Funding Sources	Amount	Date Committed
1		
2		
3		
4		
5		
Total		

Local Funding Sources	Amount	Date Committed
1		
2		
3		
Total		
Total Funding		

II. GENERAL PROJECT INFORMATION

1. Have business closings or disruptions occurred due to infrastructure inadequacy or failure?

_____ Yes _____ No
If yes, describe.

2. Is the applicable infrastructure system under sanction from any enforcement agency?

_____ Yes _____ No _____ N/A
If yes, describe (include deadlines, fines imposed and whether the project will satisfy sanction order.)

3. Are easements or land acquisition needed for the project?

_____ Yes _____ No Number of Parcels _____
Explain status of each parcel.

4. If applicant has obtained the necessary land, indicate if by:

_____ Leasehold interest _____ Fee simple title _____ Other (Specify)

3. Method of treatment employed. If a new method is proposed, describe.

4. Operator Certification:

Number of certified operators required for system _____

Level of certification required _____

Number of operators employed by system _____

Are all operators properly certified _____ Yes _____ No

IV. FINANCIAL ANALYSIS

1. Are revenues and expenses for this system accounted for separately from other utility services?

_____ Yes _____ No

If no, explain.

2. Identify all revenues, other than service fees, which are dedicated to the system.

A. _____ \$ _____

B. _____ \$ _____

C. _____ \$ _____

3. Is there outstanding debt on the system? _____ Yes _____ No

A. Source _____

B. Principal outstanding _____

C. Annual debt requirement _____

D. Date of final payment _____

Attach a copy of debt service schedule(s).

4. Has a rate study been prepared in anticipation of a rate increase?

_____ Yes _____ No

If yes, attach a copy.

5. Are water or sewer services provided by other communities or districts to this system?

_____ Yes _____ No

Attach copy of service agreements and briefly describe terms.

6. Does this system provide services to other communities or districts?

_____ Yes _____ No

<u>Community/District</u>	<u># of Customers</u>	<u>Amount of Revenue Derived</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

Attach copy of service agreement(s) and briefly describe terms.

7. Rate structure (attach copy of current and any proposed rate ordinance).

- A. Current 4,000 gallon rate \$ _____
- B. Proposed 4,000 gallon rate \$ _____
- C. Average usage/bill \$ _____
- D. Date last rate increase/amount of change _____
- E. Method of collection of service fees _____
- F. Percentage rate of collection _____

G. Do any users provide more than 5% of the service revenue for the system?

_____Yes _____No

If yes, list.

Company

% Service Revenue

8. Compare rates with other providers in your area.

9. Operation and Maintenance.

	<u>Year</u>	<u>Cost</u>
A. Annual operation and maintenance costs for last 3 years.	_____	\$_____

B. Estimated total cost after project completion.	_____	\$_____
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C. Current annual funding requirements for depreciation, and operation and maintenance reserves.

D. Are operation and maintenance payments required by prior bond or ordinance?

_____Yes _____No

If yes, are you in compliance? _____Yes _____No

If no, explain.

E. Are operation and maintenance functions assigned to another party?

_____ Yes _____ No
If yes, provide details of the agreement.

F. Provide a copy of the current operating budget of the system affected by this proposed funding.

10. Tap fee amounts.

- A. Residential \$ _____
- B. Commercial \$ _____
- C. Other \$ _____
- D. How collected \$ _____

11. Outline the applicant's plan for producing revenues sufficient to cover debt service and operations.

12. List any security available to support the proposed debt, if applicable. This may include liens on mortgages or projected revenues.

V. IMPLEMENTATION SCHEDULE

1. Anticipated engineering design time required (including plan review).

2. Anticipated number of contracts. Please list contracts below:

<u>Contract #/Name/Description</u>	<u>Estimated Amount</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

3. Anticipated bid advertising date(s). _____

4. Anticipated bid opening date(s). _____

5. Anticipated construction start date(s). _____

6. Anticipated construction completion date(s). _____

7. Will force account labor be used?

_____ Yes _____ No

If yes, list activities.

8. List any construction or bid requirements related to other funding sources, which could affect timely implementation.

VI. MANAGEMENT CAPACITY

These questions relate to compliance with statutory mandates placed on each type of applicant. Answer each question as appropriate.

1. Audit Requirement.

A. Is applicant required to have annual audit performed?

_____ Yes _____ No

If no, explain.

- B. Date of last audit completed: _____
- C. Attach four (4) of the most recent financial statements, current year-to-date unaudited financials and current budget.

2. All Other Applicants

- A. Explain designation of responsibility for financial accountability and personnel administration.

- B. Have any public meetings been held on the proposed project or service fee increases in the last six months?

_____Yes _____No
 If yes, provide minutes.

VII. CAPITAL INVESTMENT

Federal/State Funding History.

List all federal and state funding (grant and loan) awarded to the jurisdiction during the last five (5) years for infrastructure or economic development projects.

YEAR	PROJECT	SOURCE	AMOUNT