

# Kentucky Infrastructure Authority

## Fund B Application Instructions



- 1. Use of this Application** - The form and the documents listed in instruction Number 6 are part of the application package and are to be used to apply for a loan from the Infrastructure Revolving Fund (Fund B).
- 2. Application Assistance** - Assistance with completion of this application may be obtained from the Kentucky Infrastructure Authority (KIA) by calling (502) 573-0260.
- 3. Submission** - Submit the original application to the Kentucky Infrastructure Authority, 1024 Capital Center Drive, Suite 340, Frankfort, Kentucky 40601. If an item cannot be answered or does not appear to be relevant to your request, write "NA" for not applicable. KIA will review applications for financial and administrative compliance.
- 4. Assistance Regulations** - Applicants are expected to understand and comply with all regulations applicable to the loan program.
- 5. Completing the Application** -
  - a. This application form consists of three parts: General Project Summary (Part I); Financial Analysis (Part II); Budget Information (Part III).
  - b. All dollar amounts requested in this application should be rounded to the nearest dollar.
- 6. Other documents required for submission with the application forms are listed below and are included in the application package.** *Please provide original signatures as applicable.*
  - a. Authorizing Resolution of Legal Applicant;
  - b. Current and proposed Sewer and Water Rate Ordinances;
  - c. One copy of the last three annual Audit Reports/Financial Statements (if the most recent fiscal year has ended but an audit is not available, a draft audit or management prepared income statement and balance sheet should be submitted);
  - d. Current fiscal year budget;
  - e. Project maps;
  - f. Current letter from the State e-Clearinghouse;
  - g. Letters of commitment for all other funding sources;
  - h. Copy of the final design plans approval letter by all appropriate parties as required by Kentucky Statute or administrative regulation;
  - i. Copy of service agreements, if applicable (if project serves more than one community or is being served by another community); and
  - j. If the project falls under the jurisdiction of the Public Service Commission, please provide copies of all PSC approvals/orders for the project.

### CONTACT INFORMATION

Kentucky Infrastructure Authority  
1024 Capital Center Drive  
Suite 340  
Frankfort, Kentucky 40601  
502.573.0260