



**LOUISIANA DEPARTMENT OF ENVIRONMENTAL QUALITY
CLEAN WATER STATE REVOLVING FUND**

APPLICATION FOR FINANCIAL ASSISTANCE

GENERAL INFORMATION

1. Applicant's Information:

Legal Name: _____

Address: _____

Has applicant registered with CCR¹: _____ Yes _____ No

Applicant's Unique Entity Identifier²: _____

Representative Information (person that LDEQ may contact for questions):

Authorized Representative: _____

Title of Representative: _____

Phone: _____

Fax: _____

e-mail: _____

2. Engineering Consulting Information:

Firm Name: _____

Contact: _____

Phone: _____

Fax: _____

e-mail: _____

3. Bond Counsel Information for SRF Loan:

Firm Name: _____

Contact: _____

Phone: _____

Fax: _____

e-mail: _____

4. Fiscal Officer (of entity receiving financial assistance):

Name: _____

Phone: _____

e-mail: _____

5. Person completing application:

Name: _____

Phone: _____

e-mail: _____

6. Amount (financial assistance) Requested:

\$ _____

7. Description of Project (s) to be financed:

Anticipated date project construction to begin: _____

Anticipated date project construction completed: _____

8. Areas and Entities Wastewater Project(s) or Construction will serve:

9. Location (s) of wastewater project(s) construction – Parish(es):

Address or Location: _____

10. State Permit number(s) (if any):

11. Type of system or treatment planned:

12. Proposed stream(s) to receive discharge:

13. Owner /Operator Information:

Owner of wastewater facility: _____

Operator of these facilities _____

14. If the facilities serve areas located outside your legal jurisdiction, describe the operating, financial and management arrangements with other agencies or entities having legal jurisdiction over the service area (s) and attach a copy of the agreements and applicable cost allocations:

15. Wastewater project (s) or construction will service or benefit:

_____ Population currently on sewer system
_____ Population not currently on sewer system
_____ Serves number of households
_____ Will add number of new households when the project is completed
_____ Serves number of commercial & industrial users
_____ Will add number of new commercial & industrial users with project is completed

16. If wastewater project (s) or construction is for a new plant or expansion of an existing facility, the projections are:

_____ % growth annually for residential users for _____ years and/or
_____ % growth annually for commercial/industrial users for _____ years
_____ System design will serve number of people through year _____

FINANCIAL INFORMATION

17. Loan Period(s) Requested:

_____ Interim construction financing for _____ months requested.
_____ Long term financing for _____ years (no more than 20 years) requested.

18. Interim construction financing will be paid:

(e.g. semi-annual on February 1, XXXX and August 1, XXXX. Existing bond debt or loans may determine dates and options.)

19. If other debt is being incurred for interim construction financing, or if bonds are issued or sold to another party to finance ineligible project construction costs, please provide the terms and identify the purchaser or lender:

20. Is this loan part of a larger project(s) that required or will require the borrowing or issuing of debt for additional monies? _____ No _____ Yes

Project construction costs not financed by SRF loan: \$ _____

Are the project construction costs not financed eligible for a loan from SRF Loan? _____ No _____ Yes

Please provide the following information on each anticipated loan or debt issue: date, amount, use of the monies, and source used to repay:

21. Federal law requires dedicated repayment source(s) for principal and interest on this loan. Describe the source(s) (e.g. sewer user fees, ¾ cent sales tax enacted 1/1/99 for 10 years, etc.) and give the annual amount of each source pledged for repayment of this loan. For OSG applicants only please enter the fund that will cover the O&M.
\$ _____

22. DEQ requires a reserve equal to 10% of the loan amount or one-half year's principal and interest on Revenue Bonds. Please describe the reserve and its source (e.g. surplus funds, cash on hand, or \$XXX,XXX.XX generated by sewer user fees):

23. Describe the reserve or contingency funds(s) used to meet construction costs if actual costs exceed the loan or bond amount(s) requested.

24. Please provide the following estimated costs of borrowing information:

LEGAL FEES		OTHER COSTS OF ISSUANCE	
a. City Attorney	_____ \$	e. Publishing/advertising	_____ \$
b. Bond Counsel	_____	f. Bond commission fees	_____
c. DEQ Counsel	_____	g. Accountant Verification	_____
d. Other Legal *	_____	h. Other Expenses *	_____
Total Legal Fees	_____ \$	Total Other Costs	_____ \$

* Describe legal/other costs:

Total Legal and Other costs (combine from above):

\$ _____

ESTIMATED PROJECT COSTS

25. Please provide estimated costs of the proposed project (an effort must be made by the consulting engineer, unless he is on retainer with the borrower, and any general contractor to secure MB/WB contracts for all phases of this project):

Construction	\$ _____
Contingencies	_____
Basic Engineering Services	_____
Residential Inspection	_____
Design	_____
Other Engineering Services	_____
Other Costs (from No. 24)	_____
Total Project Costs	\$ _____

OPERATION COSTS

26. Estimate annual operation, maintenance, and replacement (OM & R) cost for the existing sewer system and new facilities/additions. The new facilities or additions may increase or reduce OM & R costs.

Labor	\$ _____
Utilities	\$ _____
Materials	\$ _____
Outside Services	\$ _____
Equipment Replacement	\$ _____
Miscellaneous	\$ _____
Total costs or (savings)	\$ _____
Add Existing OM & R costs (present sewer system)	\$ _____
Total Annual OM & R	\$ _____

27. The estimated annual cost of sewer operations equals the annual sewer system debt service plus OM & R costs. Please provide the following:

Existing debt service from sewer user fees	\$ _____
Debt service from sewer user fees this loan*	\$ _____
Total annual OM & R (from No. 26 above)	\$ _____
Annual Cost of Operations from Sewer Fees	\$ _____

* Note – To estimate annual debt service payment on this loan, multiply the loan or bond amount requested by the appropriate factor in the Annual Debt Service Table.

Annual Debt Service Factors

Interest & Administrative Fees Total	Factors for Computing Debt Service (Number of Years of Loan)		
	10	15	20
0.95%	0.10530	0.07185	0.05514
1.50%	0.10843	0.07494	0.05825
1.95%	0.11104	0.07753	0.06086
2.50%	0.11426	0.08077	0.06415
2.95%	0.11693	0.08346	0.06691
3.50%	0.12024	0.08683	0.07036
3.95%	0.12298	0.08963	0.07326

e.g. the annual debt service on a one million dollar loan for 20 years at 3.45% interest and .50% DEQ administrative fee (3.95% in total) would be computed as follows for annual principal and interest payments:

$$3.45\% + .50\% = 3.95\% \text{ Interest \& Administrative Fees Total}$$

The factor 0.07326 from the table is used for a 20-year loan computation.

$$\$1,000,000.00 \times 0.07326 = \$73,260.00 \text{ Annual Principal \& Interest Due}$$

Note: An additional 25% to 33% in fees or taxes (over the amount of annual principal and interest due) may be required to be collected and dedicated to repayment of the loan.

28. The average annual cost of sewer operations per household are not necessarily the same as the sewer rates that will be established for you municipality. The cost to a "typical household" usually consists of the resident's share of the total annual cost of sewer operations. Please provide the following:

Annual cost of sewer operations (from No. 27)	\$ _____
Less: Revenue commercial/industrial customers (Non-residential sewer user charges)	\$ _____
Residential share of operation costs	\$ _____
Households on system (present & new from No. 15)	\$ _____
Average annual cost per household (Residential share/households on system)	\$ _____

29. Average sewer fee per household now in place is \$ _____ per month or \$ _____ annually.

Average sewer fee per household will be increased or reduced to \$ _____ per month or \$ _____ annually to pay for OM & R and/or traditional debt service associated with this loan.

OTHER DEBT AND FUTURE CAPITAL IMPROVEMENTS

30. List current outstanding long-term debts. Include the purpose (e.g. sewer improvements, street improvements, etc.) and revenues pledged (sales tax, sewer fees, property tax, etc.) to repay the debt. Include all debts such as bonds, notes, certificates of indebtedness, and leases. Please submit a copy of all debt resolution(s).

<u>Purpose</u>	<u>Revenues Pledged</u>	<u>Amount</u>
		\$ _____
		\$ _____
		\$ _____
		\$ _____

31. List all future capital improvements planned during the next five years, giving estimated costs and anticipated repayment sources. Please list future wastewater treatment projects first. If a formal capital improvement plan has been adopted, please submit a copy along with the resolution(s) adopting it.

32. In the last five years, have budgetary loans or revenue anticipation loans been made? _____ No _____ Yes
If yes, please provide the dates, terms, amounts borrowed, and the purpose or used of the monies borrowed.

33. In the last 10 years, has the municipality sold, leased, tendered, franchised or surrendered its powers of supervision, regulation or control over any portion of its utility systems? _____ No _____ Yes
If yes, please describe the utility system and/or portion, debt remaining, and reason for the actions taken:

34. In the last 10 years, has the municipality defaulted or delayed in payments due on any bonds, notes, certificates of indebtedness or other long-term debt? _____ No _____ Yes
If yes, please provide on each instance: the date, amount due and the source of repayment, purposes for which monies were originally borrowed for and other reasons for default or delay in payment.

35. In the last 10 years, has the municipality delayed, abandoned, or failed to complete any construction projects? _____ No _____ Yes
If yes, please provide: the date, a brief project description, amount and the source of funding and reason(s):

On behalf of the _____, I, the undersigned, being duly authorized to apply for a loan as evidenced by the attached certificate of authorization, do hereby certify the above loan application information to be true and correct with no errors or omissions of information and that we have the legal, institutional, managerial and financial capability to finance and manage the facilities as proposed.

(Signature)

(Date)

(Printed Name of Duly Authorized Representative)

(Title of Duly Authorized Representative)

¹ Borrowers that receive assistance through the CWSRF must register through the US Federal Contractor Registration through the Central Contractor Registration(CCR)at <https://www.uscontractorregistration.com/>

²Borrowers that receive assistance through the CWSRF must report their Unique Entity ID. To obtain your Unique Entity Identifier or to register your entity for one please visit, <https://sam.gov/content/entity-registration>