WEST VIRGINIA

WATER POLLUTION CONTROL REVOLVING FUND

APPLICATION FOR A CONSTRUCTION LOAN

as administered by the

DEPARTMENT OF ENVIRONMENTAL PROTECTION

and the

WATER DEVELOPMENT AUTHORITY

Sept. 2014
INSTRUCTION FOR FILING

1. **One original and one copy** of the attached application form (SRF-2) is to be submitted to the:

   West Virginia Department of Environmental Protection
   Division of Water & Waste Management
   State Revolving Fund Program
   601 57th Street, S.E.
   Charleston, West Virginia 25304

2. The application shall contain one copy of all supporting documentation and required certifications.

3. The application shall require the original signature of the duly authorized representative and the original signature of the engineering representative authorized to execute contract documents.

4. All necessary documents must be provided prior to approval of the application. Failure to provide required documentation shall constitute an incomplete application, necessitating rejection and return of such document.
WEST VIRGINIA WATER POLLUTION CONTROL REVOLVING FUND
APPLICATION FOR A CONSTRUCTION LOAN

The undersigned Governmental Agency (the "Applicant") hereby applies to the West Virginia Department of Environmental Protection (the "DEP") and the West Virginia Water Development Authority (the "Authority") for a Water Pollution Control Revolving Fund Loan in the estimated amount shown on Line 20 of Schedule A or Schedule B hereto, pursuant to the provisions of Chapter 22, Article 11, and Chapter 22c, Article 2, of the Code of West Virginia 1931, as amended. Such loan will be utilized by the Applicant to finance on a long-term basis, the cost of constructing the water pollution control project hereinafter described the "Project". This Application shall constitute a commitment of the Applicant to enter into a binding contract.

A. GENERAL
1. Full legal name and address of Applicant: ________________________________

Year established: ____________ FEIN Number: ____________________________

Telephone number: 304/_________ Fax number: 304/_____________________

DUNS # ______________________ County: ____________________________

Magisterial District:_______________ Watershed: _______________________

E-mail: ________________________

2. Name and title of chief executive officer of Applicant (Authorized Representative):

________________________________________

E-mail: ______________________________________

Telephone number: 304/_________ Fax number: 304/_____________________

(Provide documentation certifying the individual's authority if changed since last transaction).

3. Location of Project: ________________________________________________

4. Name, address, telephone & fax number, or e-mail address of bond counsel:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________
5. Name, address, telephone & fax number, or e-mail address of local attorney:

________________________________________________________

________________________________________________________

________________________________________________________

6. Name, address, telephone & fax number, or e-mail address of consulting engineer:

________________________________________________________

________________________________________________________

________________________________________________________

7. Name, address, telephone & fax number, or e-mail address of independent certified public accountant or independent public accountant:

________________________________________________________

________________________________________________________

________________________________________________________

8. Describe any bond anticipation notes or other interim financing outstanding (bank loans, etc.) in connection with the Project. The description should include the title, the principal amount currently outstanding, the repayment schedule and the security and source of payment. If the obligations are secured by a lien on or payable from revenues of the System, as hereinafter defined, the obligations should be paid or otherwise taken out with a portion of the proceeds of the revenue bonds issued to the Authority. If that is not anticipated, please contact the Authority. If no such interim construction obligations are outstanding, check this blank: _______.

9. Describe all outstanding waterworks revenue bonds, sewerage system revenue bonds or combined waterworks and sewerage system revenue bonds relating to the System, as hereinafter defined, and attach copies of all related ordinances or resolutions. The description should include the principal amount of such bonds currently outstanding and a schedule of remaining debt service. Restrictions regarding the issuance of additional bonds (prior, parity or subordinate) should be described. If no such bonds are outstanding, check this blank: _______.

*** If applicant has received prior bonds, only list debt incurred after last loan closing.
B. **ADMINISTRATIVE AND TECHNICAL**
(Attach separate sheets of paper as needed.)

1. Proposed Project (check which type):
   
   a. Wastewater Treatment/Collection Facility
      I/I Correction/Rehabilitation
      CSO Correction
      Other (i.e. green technology)

   b. Description:

2. Check permits required for the Project and date received or, if not yet received, date application was submitted:

   West Virginia Department of Environmental Protection:
   
   date received or application submitted

   Other (specify):
   
   date received or application submitted

3. List all grants awarded or applied for and assumed in Schedule A. If already awarded, attach copy of grant award or approval. If not yet awarded, give date application was submitted and briefly describe status.

4. Miscellaneous
   
   (a) Date bids for Project were received:
   
   (b) Expiration date of bids:
   
   (c) Attach copy of bid tabulations.
   
   (d) Attach copy of the certified newspaper bid advertisement.
   
   (e) Final Title Opinion by legal counsel indicating the status of right-of-way acquisition.
   
   (f) Attach copies of apparent responsible, acceptable low bids.
   
   (g) Attach a copy of 1st envelope items for each apparent low bidder (statement provided per Executive Order 11246, bid bonds and power-of-attorney, certification of non-segregated facilities, documentation of receipt of addenda, Alcohol & Drug Free Workplace Plan).
(h) Preaward Compliance Review Report (EPA Form 4700-4)

(i) PSC Final Certificate of Convenience and Necessity

(j) Proposed Reimbursement Payment Schedule and current milestone schedule

(k) Other documents as previously discussed between our office and the engineering firm

5. Proposed construction schedule dates (include construction activities already completed or in process):

   Construction Completion __________________________
   Final Payment Package __________________________
   Substantial Completion Certificate __________________
   Performance Certification submittal __________________
   Asset Management plan (if applicable) __________________

6. Complete attached Schedule A for SRF funding. Complete Schedule B for total costs only if other funding sources are necessary.

7. If the Project is a start-up system, check this blank: ______.

8. Provide current rate ordinance in effect and a proposed ordinance and its effective date, if rates are required to be increased. This data is to be for the first full year of operation after completion of the Project. (or Rule 42)

   (a) Estimated debt service and estimated debt service coverage during the period should be shown based on all outstanding obligations payable from the revenues of the System and the estimated size of the bond issue calculated on Schedule A or B.

The above requirements of this paragraph 8 may be omitted if all information is contained in such audits or reports as required under Item 9.

9. If not previously submitted, provide the last two years audit reports prepared by an independent auditor for the Sewer/Combined System.

   * * * * * * * * * *

The undersigned, as a duly authorized representative of the Project, certifies that this Application is a true representation to the best of his/her knowledge, including the exhibit documents attached, and consents to the use of such information by the DEP and the Authority in connection with the financing of the Project.

(Authorized Representative’s Signature) (Consultant’s Signature)

Title: __________________________

Date: _________________, 20__

Date: _________________, 20__
Attachments:
Schedule A – Costs for SRF funding
Schedule B – Costs for multiple funding sources

INSTRUCTIONS FOR SCHEDULE A and B

Note: If CWSRF is the **only funding source** use **Schedule A**. If there are **multiple funding sources**, use **Schedule B**.

1. Attach a separate sheet itemizing the miscellaneous items and cost.

2. Attach supporting documentation of commitment of funds, if available. If not yet available, state such.

3. For example, interest earnings during construction, if applicable. Include the proceeds of any parity or subordinate bond issue to be used for such purpose and attach supporting documentation if available.

4. Bond counsel fees, to include registrar’s fees.

5. Consult with bond counsel and the Authority (WDA) before assuming a funded reserve.

Additional or explanatory material (duplexed) may be provided on additional sheets attached to Schedule A/B.
SCHEDULE A

NAME OF GOVERNMENTAL AGENCY: ________________________________

ESTIMATED TOTAL COST OF PROJECT, SOURCES OF FUNDS AND COST OF FINANCING

A. Cost of Project

1. Construction $______________
2. Technical Services (provide breakout) $______________
3. Legal $______________
4. Administrative $______________
*5. Site and Other Lands $______________
**6. Fac. Plan/Design or Other Loan Repayment (Specify Type: __________) $______________
7. Contingency (5% of construction) $______________
8. Miscellaneous $______________
9. Total of Lines 1 Through 8 $______________

B. Sources of Funds

10. Federal Grants: (Specify Sources) $______________
    (Specify Sources) $______________
11. State Grants: (Specify Sources) $______________
    (Specify Sources) $______________
12. Other Grants: (Specify Sources) $______________
    (Specify Sources) $______________
13. Any Other Source (Specify) $______________
14. Total of Lines 11 Through 13 $______________
15. Net Proceeds Required from Bond Issue (Line 9 minus Line 14) $______________

C. Cost of Financing

16. Bond Council $______________
    Registrar fee $______________
17. Funded Reserve Account: $______________
18. Total Cost of Financing (lines 16 + 17) $______________
19. Size of Bond Issue (Line 15 plus Line 18) $______________

* not allowable for State Revolving Fund Assistance
** WDA loans associated with EPA grants are not allowable

Signature of Authorized Representative ________________________________
Date: ________________________________

Signature of Consulting Engineer ________________________________
Date: ________________________________
### SCHEDULE B

#### A. COST OF PROJECT

<table>
<thead>
<tr>
<th>Line</th>
<th>Category</th>
<th>TOTAL</th>
<th>CWSRF</th>
<th>(ID Other Funding)</th>
<th>(ID Other Funding)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Construction</td>
<td></td>
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<td></td>
<td>Contract</td>
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<td>Contract</td>
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<td>Contract</td>
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<td></td>
<td>Equipment</td>
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<td>2.</td>
<td>Technical Services</td>
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<td></td>
<td>Planning</td>
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<td></td>
<td>Design</td>
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<td></td>
<td>Eng. During Const.</td>
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<td></td>
<td>Special Services</td>
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<td></td>
<td>Inspection Services</td>
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<tr>
<td>3.</td>
<td>Legal</td>
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<td>4.</td>
<td>Administrative</td>
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<td>5.</td>
<td>Sites &amp; Lands</td>
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<td></td>
<td>Land /ROW Acquisition (1)</td>
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<td></td>
<td>Land/ROW Activities</td>
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<td>6.</td>
<td>Loan Repayment</td>
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<td>7.</td>
<td>Interim Financing (1)</td>
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<td>8.</td>
<td>Contingency</td>
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<td>9.</td>
<td>Miscellaneous (provide listing)</td>
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<td>10.</td>
<td>Total (Lines 1 – 9)</td>
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</table>

#### B. SOURCE OF FUNDS

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<thead>
<tr>
<th>Line</th>
<th>Source of Funds</th>
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</thead>
<tbody>
<tr>
<td>11.</td>
<td>Federal Grants</td>
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<tr>
<td>12.</td>
<td>State Grant</td>
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<tr>
<td>13.</td>
<td>Other Grants</td>
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<tr>
<td>14.</td>
<td>Any Other Source</td>
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<tr>
<td>15.</td>
<td>Total (Lines 11 – 15)</td>
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<tr>
<td>16.</td>
<td>Net Proceeds from Bond Issue</td>
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</tbody>
</table>

#### C. COST OF FINANCING

<table>
<thead>
<tr>
<th>Line</th>
<th>Cost of Financing</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>17.</td>
<td>Funded Reserve</td>
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<tr>
<td></td>
<td>a. SRF Funded Reserve</td>
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<td></td>
<td>b. Other Funded Reserve (1)</td>
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<td>18.</td>
<td>Other Costs</td>
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<tr>
<td></td>
<td>a. Registrar Fees</td>
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<td></td>
<td>b. Bond Counsel</td>
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<tr>
<td>19.</td>
<td>Total Cost of Financing</td>
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<tr>
<td>20.</td>
<td>Size of Bond Issue</td>
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</tbody>
</table>

(1) Not for SRF funding

**Signature of Authorized Representative**

**Signature of Consulting Engineer**

**Date:**

**Date:**