



Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217)782-3397

WATER POLLUTION CONTROL LOAN PROGRAM (WPCLP) INSTRUCTIONS FOR FUNDING NOMINATION FORMS FOR LOAN ASSISTANCE

Funding Nomination Forms must be received by the Agency on or before March 31st preceding the fiscal year for which assistance is requested. To appear on the Agency's Project Priority List, a loan applicant must submit a Funding Nomination Form each year prior to March 31st. To be eligible for the annual Intended Funding List, a Project Plan must be approved by March 31st. A separate form is needed for each loan.

Mail completed forms to: IFAS, 1021 North Grand Avenue East, P.O. Box 19276, Springfield, IL 62794-9276.

1. Legal name of the loan applicant that will own the facilities to be constructed.
2. Provide the mailing address of the loan applicant.
3. Check the box that describes your organization. Units of Local Government include cities, villages, towns, townships, water districts, etc. Choose OTHER for a type of organization that is not listed.
4. The county and legislative district should be consistent with the mailing address.
5. The authorized representative must be the person or officer with the local government unit that will be responsible to execute loan documents.
6. The name of the architectural/engineering consultant or other person that will be responsible for the facility planning, design and construction of the loan project.
7. Provide a brief description of the proposed project along with the total estimated cost. Unless the loan is only funding a portion of the project, the cost should include construction, planning, design, legal services, construction oversight, and a 10% contingency. If the loan is only financing a portion, do not include costs which will be paid by other funding sources or local funds. For example, if IEPA is only funding construction, insert the estimated cost of construction plus a 10% contingency.
8. Briefly explain why the project is necessary. If the project is compliance related, indicate as such. Compliance will be verified by the Agency. For loan program purposes, compliance projects are those projects that meet the one or more of the criteria listed below.
 - a. The Project is necessary to correct a situation that has resulted in the applicant receiving a Violation Notice, Compliance Commitment Agreement, or Noncompliance Advisory from IEPA.
 - b. The project is necessary to correct a violation that has resulted in referral to the IL Attorney General's Office, referral to USEPA, a court order directing the applicant to remedy the situation, or an administrative order from USEPA directing the applicant to remedy the situation.
 - c. Project that will correct a design, operation or maintenance issue which resulted in the applicant being placed on the Agency's restricted status list or critical review list.
9. Project location refers to the construction location. If the project involves multiple locations, describe each. Examples are below.
 - a. An address or addresses when available.

- b. For pipe projects, a description such as Grand Avenue between 9th St. and 11th St., or 500 feet northwest of the intersection of County Road 6 and Rural Drive. Descriptions may be used for other circumstances: streambank projects, detention basins, etc. without addresses. (Continued on back.)
 - c. For large or citywide pipe projects, the center point of construction may be used. An address at the center of construction may be used. This could be utilized if all mains in a specific ward or area were being replaced.
 - d. Longitude and Latitude may be used.
10. Does the applicant own and operate a Wastewater Treatment Facility? If YES is selected, only complete questions a) through e). If NO is selected, answer questions f) and g). Many communities own their sewers and pump stations, but waste water is piped to another community, sanitary district, or water reclamation district for treatment. The largest water reclamation district in IL is the Metropolitan Water District of Greater Chicago which provides wastewater treatment for over 100 municipalities.
11. Provide the service population for the applicant. If the applicant serves multiple municipalities, provide the service population for each municipality. If the applicant serves unincorporated areas, provide the service population for those areas as well. Service population is not service connections or billed units. It is the number of people served by the system.
12. The applicant has implemented or is currently developing a system-wide Asset Management Plan (AMP) or equivalent. An AMP is any system-wide plan that contains information on asset conditions, service levels, customer needs, and financial resources. This plan will ensure the applicant can conduct planned maintenance and repair, replace and upgrade capital assets to reliably provide quality service for the foreseeable future.
- Equivalent plans include systemwide Fiscal Sustainability Plans (FSP), CMOMs, certain Capital Improvements Plans, etc. Loans funds can be used to develop and implement a system-wide AMP. If YES is selected, IEPA may request a copy of the applicant's AMP.
13. Provide answers regarding the how the project implements or utilizes conservation practices, resiliency components, green infrastructure, or eliminates potential public health issues.
- a. Answer YES if the project will result in a 20% or greater reduction in water or energy usage by the applicant. This includes projects that utilize renewable energy to reduce expenditures or produce renewable energy through measures such as incorporating solar panels or wind turbines. Answer YES if the project incorporates water recycling or reuse of wastewater.
 - b. Answer YES if the project includes resiliency components including facilities built for redundancy. A utility's resiliency is the ability to provide uninterrupted service and this can be affected by manmade or natural occurrences such as earthquakes, drought, flooding, or climate change.
 - c. Answer YES if the project includes other types of "Green Infrastructure" including, but not limited to, LEED certified buildings, green roofs, cisterns, gray water use, rain gardens, constructed wetlands, riparian buffers or pervious pavement.
 - d. Answer YES if the project implements any agricultural best management practices (BMPs)?
 - e. Will the project correct a situation that has resulted in sewer overflows or basement backups?
 - f. Answer YES if 50% or more of the project's cost is to provide sewer service to an unsewered area?
14. Provide an estimated schedule of the events listed. When planning is approved, IEPA sends a letter to the applicant. Planning approval is effective for five years.
15. If the Project has received an IEPA construction permit provide the appropriate information requested (i.e. Permit Number and date the permit was issued).



FUNDING NOMINATION FORM FOR WATER POLLUTION CONTROL LOAN PROGRAM

Annual Filing Deadline: March 31st

FOR AGENCY USE ONLY

Date Received

Loan Number:

Check here if new project without a loan number

1. Legal Name of Applicant: _____

2. Address of Applicant:

3. Organizational Type:
- Unit of Local Government
 - Investor-Owned Water Utility
 - Not for Profit Water Corporation
 - Mutually or Cooperatively Owned Water System
 - Other: _____

4. Location Information:
- a. County: _____
 - b. U.S. Congressional District #: _____
 - c. Illinois House District #: _____
 - d. Illinois Senate District #: _____
 - e. Public Water Supply ID #: _____

5. Authorized Representative:

Name: _____

Title: _____

Phone: _____

Email: _____

6. Engineer:

Name: _____

Firm: _____

Address:

Phone: _____

Email: _____

7. Brief Description of Proposed Project Including Cost Estimate Estimated Cost: _____
(Attach additional pages if necessary)

8. Reason for Project: _____
If this project is compliance-related, or will resolve water quality issues such as taste, odor, or color, indicate above.

9. Project Location(s): _____
(May be address, address start & end points, latitude/longitude, or brief description)

10. Does the applicant own and operate a Wastewater Treatment Plant or Facility? YES NO

If YES, complete a. through e. If Applicant has multiple treatment facilities, questions only apply to facilities impacted by the proposed project.

a. NPDES Permit Number(s) of the Treatment Facility(s): _____

b. Name of Treatment Facility(s): _____

c. Design Average Flow (DAF) of the Treatment Facility: _____ MGD

d. Latitude and Longitude of the discharge (from NPDES permit): _____

e. Name of the receiving body of water (from NPDES permit): _____

If NO, complete f. and g.

f. Name of entity providing wastewater treatment: _____

g. Average flow per day delivered to this facility by the applicant: _____ MGD

11. Population Served of the Loan Applicant: _____

12. Protection of Assets (using AMP of Equivalent):

a. Has the loan applicant has implemented a system-wide Asset Management Plan (AMP)? YES NO

b. Is the loan applicant currently developing a system-wide Asset Management Plan? YES NO

c. With the loan be used to develop a system-wide Asset Management Plan? YES NO

13. Additional Questions regarding this Project:

a. Will the project result in a 20% or greater reduction in water or energy use by the applicant? YES NO

b. Does the project include resiliency components, such as facilities built for redundancy? YES NO

c. Does the project implement green infrastructure, such as green roofs, constructed wetlands, etc.? YES NO

d. Does the project implement one or more agricultural best management practices (BMPs)? YES NO

e. Will the project correct a situation that has resulted in overflows or basement backups? YES NO

f. Will 50% or more of the project costs provide service to an unsewered area? YES NO

14. Proposed Project Schedule:

a. Project Plan Approval Date: _____

b. Advertise for Bids: _____

c. Construction Start Date: _____

d. Completion of Construction: _____

15. Has the loan applicant received an IEPA construction permit? YES NO No Permit Required

If YES, complete a and b below:

a. Permit #: _____

b. Date Permit Issued: _____

Authorized Representative: _____ **Date:** _____