



Illinois Environmental Protection Agency

2520 West Iles Avenue • P.O. Box 19276 • Springfield, Illinois • 62794-9276 • 217-782-3397

ILLINOIS PUBLIC WATER SUPPLY LOAN PROGRAM (PWSLP) LOAN APPLICATION

FOR ILLINOIS EPA 'S USE:	
Loan Number:	L17
Date Received:	

APPLICANT INFORMATION

Applicant Name: _____

Applicant Address: _____

City: _____ Zip +4: _____ County: _____

Mailing Address (if different): _____

City: _____ Zip +4: _____ County: _____

Applicant type: ☐ Municipal ☐ County ☐ Cooperative ☐ Private ☐ Other

If Other, enter type here: _____

Public Water System Number: _____

Public Water System Name: _____

Unique Entity ID (UEI) Number: _____

U.S. Congressional District(s): _____

Illinois Representative District: _____ Illinois Senate District: _____

PROJECT INFORMATION

Project Title: _____

Project Address: _____

City: _____ Zip +4: _____ County: _____

County or Counties Served by Project: _____

U.S. Congressional District: _____ ☐ Same as applicant

Illinois Representative District: _____ Illinois Senate District: _____

Is this a multi-phase project?: ☐ Yes ☐ No

If yes, include previous loan number(s): _____

CONTACT INFORMATION**Loan Applicant's Authorized Representative (please refer to the application instructions)**

Name: _____

Title: _____

Phone: _____ ☐ Cell ☐ Office

Email: _____

Project Engineer

Name: _____

Firm: _____

Address: _____

Phone: _____ ☐ Cell ☐ Office

Email: _____

Attorney

Name: _____

Firm: _____

Address: _____

Phone: _____ ☐ Cell ☐ Office

Email: _____

Finance Director

Name: _____

Firm: _____

Address: _____

Phone: _____ ☐ Cell ☐ Office

Email: _____

Other (describe role):

Name: _____

Firm: _____

Address: _____

Phone: _____ ☐ Cell ☐ Office

Email: _____

PROJECT SCHEDULE**1. Schedule for bidding and construction:**

Submit Illinois EPA Certification of Plans and Specifications: _____

Advertise for Bids: _____

Open Bids: _____

Initiation of Construction: _____

Completion of Construction: _____

ESTIMATED PROJECT COSTS AND REQUESTED FINANCING**2. Pre-Bid estimate of itemized project costs:**

Project Planning: _____

Legal/Financial: _____

Design Engineering: _____

Construction Engineering: _____

Construction: _____

Other: _____

Construction Contingency
(suggested 10% of total construction costs): _____

Total Pre-Bid Estimate of Project Costs: _____

Construction Period Interest
(anticipated to be 1.5% of total project costs)*: _____

Total Project Cost and Construction Period Interest: _____

*Applicant has the option to add construction period interest to the total amount financed or pay
construction period interest with local funds

3. Requested PWSLP loan funding: _____**4. List any other proposed sources of funding in addition to the PWSLP request:**

SOURCE	AMOUNT	APPLIED FOR	APPROVED	RECEIVED
		☐	☐	☐
		☐	☐	☐
		☐	☐	☐

LOAN REPAYMENT PERIOD AND PLEDGED REVENUES

5. Pledged revenues. Federal and state law requires that a specific source(s) of revenue be dedicated and pledged to make the loan repayments. Provide a description of the source(s) of revenue pledged to repay the proposed financing agreement (e.g., system revenues, sales taxes, property taxes) and method used to secure collection. Please ensure that the Ordinance Authorizing Debt to be Incurred names the same pledged revenues as the source of repayment proposed in the comprehensive 5-year financial projections requested in Question 19.

6. Loan repayment period requested: _____ years

SYSTEM INFORMATION

7. Active service connections: ☐ Not Applicable

CONNECTION TYPE	NUMBER OF CONNECTIONS	CURRENT MONTHLY USER CHARGE	PROJECTED MONTHLY USER CHARGE
Residential			
Commercial			
Industrial			
Other			
Total			

8. User charges. Please provide the following dates:

When did current user charges go into effect?: _____

What is the effective date for the projected monthly user charges?: _____

9. Is an annual review of the revenue system and other related user charges being performed?

☐ Yes

☐ No

10. When was the most recent revenue system study performed? _____

- 14. Planned debt issuance.** Please describe current plans for debt issuance over the next three years for the public water supply system. Include any authorized debt which is not project-related. Indicate whether the debt will be parity or subordinate to PWSLP financing, if known, and the anticipated revenue source for repayment.

- 15. Current bond ratings (if available)**

	STANDARD & POOR'S	MOODY'S	FITCH
G.O.			
Revenue			

PROPERTY TAX INFORMATION

Complete ONLY if General Obligation bond is pledged to repay the loan.

- 16. Property tax information.** Provide valuation and collection data for the most recent three years.

Year: _____

Assessed Value of Property: _____

Market Value of Property: _____

Property Tax Revenues Levied: _____

Property Taxes Collected: _____

Property Tax Collection Rate: _____

SALES TAX INFORMATION

Complete ONLY if sales taxes are pledged to repay the loan

- 17. Sales tax collection data.** Please complete for the most recent twelve (12) months.

MONTH/YEAR	AMOUNT COLLECTED	MONTH/YEAR	AMOUNT COLLECTED

ALL applicants must complete the following.

18. Start of system fiscal year: _____

19. Submit a comprehensive five (5) year financial projection demonstrating that the dedicated source(s) of revenue is sufficient to cover the PWSLP debt service costs. Projections must begin with the current fiscal year. Historical information for the last three (3) years must be provided and must tie to information in audited financial statements. A sample worksheet in Microsoft Excel can be found at <https://epa.illinois.gov/topics/grants-loans/state-revolving-fund/drinking-water-loans.html>. You may add rows to the worksheet to demonstrate additional sources of revenues or expenditures.

If you wish to submit projections using your own worksheets, ensure that they include the following:

- Revenues and expenses, including operations and maintenance expenses, from the previous three (3) years and projects from the next five (5) years, starting with the current fiscal year (8 years total)
- Projected revenues for the dedicated source of revenues to be used for repaying the PWSLP loan.
 - If system revenues will be pledged for the loan, ensure the revenues include all applicable service revenues. Ensure that any anticipated rate increases are included.
 - If another source of revenues will be pledged for the loan (e.g., property taxes, taxes, special assessments), demonstrate that sufficient revenues will be raised and transferred to the water fund for the purposes for repaying the Illinois EPA loan.
 - If revenues are insufficient, the applicant will be asked to raise rates or find to infuse into the system.
- Projected expenses. If system revenues will be pledged, ensure that the budget includes operations, maintenance, and replacement reserves, as well as current and future debt costs.
- Ensure the new amount available for repayment of the SRF loan is included.
- If applicant is a private entity, use Federal tax returns for the previous three (3) years.
- Refer to the Illinois EPA PWSLP Loan Application and Approval Process for additional clarification.

- 20.** Provide a written narrative detailing the major assumptions used in arriving at the current and proposed projections (e.g. additional customers, rate increases, other revenues, changes in operations and maintenance costs, and debt service). If rate increases are anticipated, explain when those will go into effect, and what the revised rates will be. Any variances greater than 10% from year to year must be explained. Attach additional pages if needed.

ATTACHMENTS

ITEM ATTACHED? Complete and submit the following attachments. Please check the box next to each item to confirm that the item is attached to your application.

- ☐ Audited financial statements. Please provide the most recent audited financial statement. If posted online at the entity's website or the State Comptroller's Local Government Warehouse (<https://illinoiscomptroller.gov/constituent-services/local-government/local-government-warehouse>) provide links. Illinois EPA may request additional audit reports. If applicant is a private entity, submit Federal tax returns.
- ☐ Single Audit report. If a Single Audit has been completed within the last 3 years, provide the most recent one. If posted online, provide links.
- ☐ Projected revenues, expenses and debt coverage for pledged revenue. Provide 5 year projected revenues, beginning with the current fiscal year. See #19 above for guidance. The projections must show that there are sufficient revenues to offset relevant costs and SRF debt service. See the Illinois EPA PWSLP Financial Capability Review Criteria instructions for additional information.
- ☐ If any other entities are substantially benefiting (more than 5%) from the project, provide copies of applicable service agreement(s) with these beneficiaries.
- ☐ Amortization schedules for all debt obligations listed in #13.
- ☐ Copy of a certified ordinance (bond ordinance) authorizing the debt to be incurred and identifying a dedicated source of repayment. Required for publicly owned entities. Sample ordinances can be found on our website at <https://epa.illinois.gov/topics/grants-loans/state-revolving-fund/drinking-water-loans.html>. The applicant may use an ordinance developed by its bond counsel. Refer to the Loan Application and Approval Process for more information on this requirement, and for requirements for nonpublic applicants. If an applicant is not using the Illinois EPA sample ordinance, it is highly encouraged to submit the draft ordinance for pre-approval to Stefanie Diers at Stefanie.diers@illinois.gov to avoid delays in loan closing. Please ensure that the ordinance authorizing debt to be incurred names the same pledged revenues as the source of repayment that is proposed in the comprehensive 5-year financial projections requested in #19.
- ☐ Water rate ordinances defining user charges. Alternatively, provide the website address.
- ☐ Signed tax certificate and agreement (<https://epa.illinois.gov/topics/grants-loans/state-revolving-fund/drinking-water-loans.html>)
- ☐ Corporate resolution to apply, borrow, and grant security (required for corporations)
- ☐ Federal non-profit certification (required for non-profit applicants)
- ☐ If the system is involved in a lawsuit or pending litigation that is in excess of \$10,000, attach a statement from the system's attorney describing the situation.
- ☐ Loan program certifications and related forms (Appendix). The applicant must agree to the loan certifications and related forms listed in the appendix starting on the next page.

APPENDIX: LOAN PROGRAM CERTIFICATIONS

Loan Applicant's Authorized Representative shall complete and sign in all areas indicated.

- The loan applicant hereby agrees to pay all project costs not covered by the loan. If the project costs provided by the applicant exceed the lesser of 5% of the total project cost or \$100,000, please provide the following information:

Amount to be provided by the applicant: _____

Source of funds: _____

- The loan applicant hereby certifies that it has analyzed the costs and the financial impacts of the proposed project and that it has the legal, institutional, managerial and financial capability to insure adequate building, operation, maintenance and replacement of the treatment works project.
- The loan applicant hereby certifies that no unlawful or corrupt practice has taken place in the planning or design of the proposed project.
- The loan applicant hereby certifies that it has complied with all applicable State and Federal statutory and regulatory requirements in regard to the proposed project.
- The loan applicant hereby certifies that it is not barred from being awarded a contract or subcontract under Section 10.1 of the Illinois Purchasing Act.

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

The prospective participant to the best of its knowledge and belief that it and its principals:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
- B. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
- C. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- D. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in fine of up to \$10,000 or imprisonment for up to 5 years, or both.

INTENT REGARDING NATIONAL FLOOD INSURANCE

Entity: _____

Loan Number: L17 _____

- Whereas application provisions for loans from the Public Water Supply Loan Program require compliance with the National Flood Insurance Act 1968, as amended, and
- Whereas the costs of securing and maintaining flood insurance are eligible for loan participation during the approved construction period, and
- Whereas failure to secure flood insurance for eligible construction located in designated flood hazard areas will cause this construction to become ineligible for loan funds
- Now therefore, be it resolved that the _____ will cooperate and coordinate with the National Flood Insurance Program to acquire and maintain any flood insurance made available for Project L17 _____ for the entire useful life of the insurable construction pursuant to the Flood Insurance Act of 1968, as amended, and that it will secure said flood insurance for each insurable structure, as soon as said insurance is available and will notify the Illinois Environmental Protection Agency in writing that the National Flood Insurance requirement has been satisfied.

CERTIFICATION REGARDING PROJECT SITE, RIGHTS-OF-WAY, EASEMENTS AND PERMITS

1. The applicant has investigated and ascertained the location of the site or sites, rights-of-way and easements being provided for the facilities in its application for loan assistance. In my opinion, the applicant has a sufficient legal interest in the said site or sites, rights-of-way and easements to permit the building of such facilities thereon and to permit the operation and maintenance of such facilities thereon during the estimated life of the facility by the applicant after the completion of construction.
2. The loan applicant has complied with the provisions of 49 CFR 24 as required by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended (42 USC 4601 et seq.).
3. The loan applicant has obtained all the necessary permits as indicated below:

TYPE OF PERMIT	PERMIT NUMBER	DATE ISSUED
Army Corps of Eng. 404		
IL. Dept. of Trans.		
County Highway		
Other		

ACKNOWLEDGMENT OF FEDERAL BUILD AMERICA, BUY AMERICA ACT (BABAA) AND AMERICAN IRON AND STEEL REQUIREMENTS (AIS)

1. I am aware that all iron and steel products along with manufactured products and construction materials used for this project must be produced in the United States. This applies to all portions of the project.
2. I understand the term "iron and steel products" refers to the following products made primarily of iron or steel: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete and construction materials.
3. I understand that all manufactured products used in the project must be produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product.
4. I understand that construction materials for this project must be manufactured in the United States. This means all manufacturing processes for the construction materials occurred within the United States.
5. I am aware that loan recipients must be able to verify that products used in their State Revolving Fund (SRF) projects comply with the BABAA and AIS requirements.

Information regarding the Build America, Buy America Act and the American Iron and Steel Requirements is available on Illinois EPA's website, <https://epa.illinois.gov/topics/grants-loans/state-revolving-fund/drinking-water-loans.html>, or by calling the Infrastructure Financial Assistance Section at (217) 782-2027.

TAXPAYER IDENTIFICATION NUMBER

I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).
 - *If you are an individual, enter your name and SSN as it appears on your Social Security Card.*
 - *If you are a sole proprietor, enter the owner's name on the name line followed by the name of the business and the owner's SSN or EIN.*
 - *If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's name on the name line and the d/b/a on the business name line and enter the owner's SSN or EIN.*
 - *If the LLC is a corporation or partnership, enter the entity's business name and EIN and for corporations, attach IRS acceptance letter (CP261 or CP277).*
 - *For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.*

Name: _____

Business Name: _____

Taxpayer Identification Number:

Social Security Number: _____

Or

Employer Identification Number: _____

Legal Status (check one):

- ☐ Individual
- ☐ Sole Proprietor
- ☐ Partnership
- ☐ Legal Services Corporation
- ☐ Tax-exempt
- ☐ Corporation providing or billing medical and/or health care services
- ☐ Corporation NOT providing or billing medical and/or health care services

- ☐ Government
- ☐ Nonresident alien
- ☐ Estate or trust
- ☐ Pharmacy (Non-Corp)
- ☐ Pharmacy/Funeral Home/cemetery (Corp.)
- ☐ Limited Liability Company
 - ☐ D = disregarded entity
 - ☐ C = corporation
 - ☐ P = partnership

Signature: _____ Date: _____

EXECUTIVE COMPENSATION DATA (5 OFFICER FORM)

UEI Number: _____ CCR/Cage Number: _____

Loan Recipient Name: _____

Name of Project: _____

Federal Reporting Contact Information:

Name: _____ Phone: _____ Email: _____

Requirements to report five most highly compensated officers:

When all three of the following conditions are met in the previous fiscal year, you must report the five most highly compensated officers of the entity.

1. The recipient received 80 percent or more of its annual gross revenues in Federal awards, and
2. The recipient received \$25,000,000 or more in annual gross revenue from Federal awards, and
3. The public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986 (26 U.S.C. §6104).

Check either box A or B below and complete the requested information.

☐ A. I certify that in the preceding fiscal year, _____ , _____
(Fiscal year) (Loan recipient name)

- ☐ 1. DID NOT receive 80 percent or more of its annual gross revenues in Federal awards, or
- ☐ 2. DID NOT receive \$25,000,000 or more in annual gross revenue from Federal awards, or
- ☐ 3. The public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. §78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986 (26 U.S.C. §6104).

And is therefore not required to report the names and compensation of the five most highly compensation officers.

Signature

Title

Date

☐ B. The five most highly compensated officers of _____ are:

NAME	COMPENSATION AMOUNT ¹

¹Compensation includes: (1) Salary and bonus. (2) Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with FAS 123R. (3) Earnings for services under non-equity incentive plans. Does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees. (4) Change in present value of defined benefit and actuarial pension plans. (5) Above-market earnings on deferred compensation that is not tax-qualified. (6) Other compensation. For example: severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property if the value for the executive exceeds \$10,000.

**AUTHORIZATION OF A LOAN APPLICANT'S AUTHORIZED REPRESENTATIVE
TO SIGN PWSLP LOAN APPLICATION DOCUMENTS**

Resolved by the _____ (Government Body, e.g. City Council)
of the _____ (Place Type, e.g. City)
of _____ (Place Name)

Name of Authorized Representative (optional): _____

Title of Authorized Representative: _____

Whereas application provisions for loans from the Public Water Supply Loan Program require the authorization of a representative to sign loan application forms and supporting documents; therefore, be it resolved by the above-mentioned governing body that the representative indicated is hereby authorized to sign all loan application forms and documents.

Resolved this _____ day of _____, 20_____

Signature Date

Printed Name Title

Certified to be a true and accurate copy, passed and adopted on the above date.



Signature & Stamp/Seal of Notary Public

**CERTIFICATION OF INFORMATION ON ALL PREVIOUS PAGES
BY LOAN APPLICANT'S AUTHORIZED REPRESENTATIVE**

I, _____, hereby verify that the above information is, to the best of my knowledge, true and correct.

Signature of Authorized Representative

Date

Printed Name

Title

Attested by Municipality Official or Notary

Signature & Stamp/Seal