

STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

**STATE REVOLVING LOAN PROGRAM**  
**for**  
**Point Source Water Pollution Control**

**LOAN APPLICATION**



Florida Department of Environmental Protection  
State Revolving Fund Program  
Bob Martinez Center  
2600 Blair Stone Road, MS 3505  
Tallahassee, FL 32399-2400

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## LOAN APPLICATION

(1) SUBMITTAL.

Submit the application and attachments to the Department of Environmental Protection, MS 3505, State Revolving Fund Program, 2600 Blair Stone Road, Tallahassee, Florida 32399-2400. The application (and backup) may be submitted electronically to the Department's Project Manager.

(2) COMPLETING THE APPLICATION.

(a) This application consists of five parts: (I) ADMINISTRATIVE INFORMATION; (II) PROJECT INFORMATION; (III) FINANCIAL INFORMATION; (IV) AUTHORIZATION AND ASSURANCES; and (V) SUPPLEMENTARY INFORMATION.

(b) Monetary amounts may be rounded.

(c) Forms and attachments to be submitted are denoted with italic print.

(3) ASSISTANCE.

Completing this application may require information that can be obtained from Clean Water State Revolving Fund Program staff. Please email [SRF\\_Reporting@dep.state.fl.us](mailto:SRF_Reporting@dep.state.fl.us) for assistance in completing this application.

### PART I – ADMINISTRATIVE INFORMATION

(1) PROJECT SPONSOR \_\_\_\_\_

(a) Federal Employer Identification Number \_\_\_\_\_

(b) DUNS Number \_\_\_\_\_

(2) AUTHORIZED REPRESENTATIVE (person authorized to sign or attest loan documents).

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone \_\_\_\_\_

FAX \_\_\_\_\_

Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

(3) PRIMARY CONTACT (person to answer questions regarding this application).

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone \_\_\_\_\_

FAX \_\_\_\_\_

Email \_\_\_\_\_

Employer \_\_\_\_\_

Mailing Address \_\_\_\_\_

(4) ADDITIONAL CONTACTS. If more than one additional person is to receive copies of Department correspondence, attach the information (*Attachment #* \_\_\_\_\_)

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone \_\_\_\_\_

FAX \_\_\_\_\_

Email \_\_\_\_\_

Employer \_\_\_\_\_

Mailing Address \_\_\_\_\_

(5) PROJECT NUMBER (listed on the Department's priority list). \_\_\_\_\_

(6) INTERIM FINANCING. A local government project sponsor that has interim financing may be subject to certain conditions regarding such financing.

Is the project currently being funded with interim financing? \_\_\_\_ Yes \_\_\_\_ No

**PART II – PROJECT INFORMATION**

Complete only Subpart A below, if you are applying for a planning or SSES loan for a project that will involve construction.

Complete only Subpart B below, if you are applying for a loan to construct a project that is already planned and designed.

**A. PLANNING, DESIGN, OR SSES PROJECT**

Information should be provided for each separate facility to be planned and designed as appropriate. For design/build projects (not eligible for design loans) or those where multiple facilities, segments, or phases are involved, please attach information for activities, schedule, and cost for each.

(Attachment #\_\_\_\_)

**(1) ACTIVITIES.**

Attach a brief description of the scope of planning and design activities to be financed by this loan. Include a list of any specialized studies to be performed. (Attachment #\_\_\_\_)

Are these activities the same as those scheduled on the *Request for Inclusion Form*? \_\_\_\_ Yes \_\_\_\_ No  
If “No”, please explain. (Attachment #\_\_\_\_)

**(2) SCHEDULE.**

(a) Provide proposed completion dates for the items. Please call Department staff if needed, to discuss time frames needed to complete required tasks.

(month and year)

Planning documentation \_\_\_\_\_

Engineering work \_\_\_\_\_

Certification of site availability \_\_\_\_\_

Permit \_\_\_\_\_

(b) Do you anticipate that an interlocal agreement with another party will be necessary to implement the project? \_\_\_\_ Yes \_\_\_\_ No

If “Yes”, please explain. (Attachment #\_\_\_\_)

(c) Is this a design/build project? \_\_\_\_ Yes \_\_\_\_ No

**(3) COST.**

Is the cost information submitted for the planning, design, or SSES loan priority list current?  
\_\_\_\_ Yes \_\_\_\_ No

If "No", please explain and submit revised cost information using the appropriate page of the *Request for Inclusion Form*. (Attachment #\_\_\_\_\_) Note that the disbursable amount will be limited to the priority list amount.

PRECONSTRUCTION LOAN APPLICANTS PROCEED TO PART III.

**B. CONSTRUCTION OR I/I REHABILITATION PROJECT**

(1) ACTIVITIES.

(a) Attach a brief description of construction or I/I rehabilitation activities to be financed by this loan. Include a list of the contracts (by title) corresponding to the plans and specifications accepted by the Department. (Attachment #\_\_\_\_\_)

Are these contracts the same as those scheduled on the *Request for Inclusion Form*?

\_\_\_\_ Yes \_\_\_\_ No

If "No", please explain. (Attachment #\_\_\_\_\_)

(b) Have any of the contracts been bid? \_\_\_\_ Yes \_\_\_\_ No

If "Yes", indicate which contracts have been bid. (Attachment #\_\_\_\_\_)

(c) Was planning, design, or SSES for this project financed in another SRF loan? \_\_\_\_ Yes \_\_\_\_ No

If "Yes", give the SRF loan number. \_\_\_\_\_

(d) Does this project involve an interlocal agreement with other local governments or other entities?

\_\_\_\_ Yes \_\_\_\_ No

If "Yes", attach a copy of the Department letter accepting the interlocal agreement.

(Attachment #\_\_\_\_\_)

Is the interlocal agreement, as accepted by the Department, fully executed and enforceable?

\_\_\_\_ Yes \_\_\_\_ No

If "No", please explain. (Attachment #\_\_\_\_\_)

(2) SCHEDULE.

(month and year)

Anticipated notice to proceed for first construction contract \_\_\_\_\_

Anticipated completion of all construction contracts \_\_\_\_\_

(3) COST.

Is the cost information submitted for the priority list current? \_\_\_\_ Yes \_\_\_\_ No

If "No", please explain and submit revised cost information using the appropriate page of the *Request for Inclusion Form*. (Attachment #\_\_\_\_\_) Note that the disbursable amount will be limited to the priority list amount.

**PART III – FINANCIAL INFORMATION**

Estimates of the capitalized interest, project useful life for financial hardship loans, financing rate, pledged revenue coverage, limitations on annual loan amounts for large projects, applicability and amount of repayment reserves, amount of the loan service fee and any other information may be

obtained by contacting staff in the State Revolving Fund Management Section. Please email [SRF\\_Reporting@dep.state.fl.us](mailto:SRF_Reporting@dep.state.fl.us) for assistance in completing this application.

(1) PRINCIPAL.

The requested amount of the loan which does not include capitalized interest is \$ \_\_\_\_\_

Note that the disbursable amount will be limited to the priority list amount and must be consistent with the project information provided under **PART II** of this application. Also note that the capitalized interest is an inexact estimate, and it is subject to adjustment by the Department to reflect actual disbursement timing. The principal amount of the loan does not include the loan service fee.

(2) TERMS AND REPAYMENT.

(a) Loans to local government project sponsors are amortized over the lesser of useful life of the project or 20 years unless the project is to serve a small community qualifying as having a financial hardship. Loans to financial hardship communities may be amortized over the lesser of useful life of the project or 30 years. Loans to non-governmental project sponsors are amortized over the lesser of the useful of the project or 20 years. Finance charges and principal are paid semiannually.

What is the useful life of the project? \_\_\_\_\_(years)

Over how many years would you like to amortize the loan? \_\_\_\_\_(years)

(b) List all revenues that are to be pledged for repayment of this loan.

\_\_\_\_\_

(c) Pledged revenue receipts or collections by the project sponsor must exceed the amount of the repayments due to the Department unless there are other collateral provisions. The excess revenue, or coverage, generally is 15% of each repayment.

\_\_\_\_\_ % (coverage percentage)

(d) Is any other financial assistance being applied to this project? \_\_\_\_\_ Yes \_\_\_\_\_ No  
If "Yes", please list. (*Attachment #* \_\_\_\_\_)

(3) ANNUAL FUNDING LIMIT.

Large project funding (generally, loans in excess of \$10 million) may be provided in increments pursuant to the initial loan agreement and subsequent amendments. Each increment shall have a separate financing rate as established in the agreement or amendment providing that increment.

(4) INFORMATION ON LIENS.

(a) Describe, if applicable, all debt obligations having a prior or parity lien on the revenues pledged to repay this loan. (*Attachment #* \_\_\_\_\_) For example: City Name, Florida, Water and Sewer System Revenue Bonds, Series 1996, issued in the amount of \$10,000,000, pursuant to Ordinance No. 93-104, as amended and supplemented by Ordinance No. 96-156.

(b) Using the Part V, *Schedule of Prior and Parity Liens*, provide debt service information, if applicable, on each prior and parity obligation.

(c) For the listed obligations, provide a copy of the ordinance(s), resolution(s), official statement(s), or pages thereof, setting forth the definitions, use of proceeds, debt service schedule, pledged revenues, rate covenants, provisions for issuing additional debt, provisions for bond insurance, and debt rating. (*Attachment # \_\_\_\_\_*)

(d) Describe any other notes and loans payable from the revenues pledged to repay this loan. (*Attachment # \_\_\_\_\_*)

(5) ACTUAL AND PROJECTED REVENUES.

(a) Complete the Part V, *Schedule of Actual Revenues and Debt Coverage* for the past two fiscal years.

(b) Complete the Part V, *Schedule of Projected Revenues and Debt Coverage*, demonstrating the availability of pledged revenues for loan repayment.

(6) AVAILABILITY OF PLEDGED REVENUES.

All sources must be supported by a written legal opinion. (*Attachment # \_\_\_\_\_*) The opinion must address the following:

(a) Availability of the revenues to repay the loan.

(b) Right to increase rates at which revenues shall be collected to repay the loan.

(c) Subordination of the pledge if pledged revenues are subject to a prior or parity lien.

(7) LOAN SERVICE FEE.

A loan service fee is assessed on each loan. The fee is not part of the loan. The fee along with interest thereon will be deducted from the first available repayments after the final amendment to the loan agreement.

**PART IV – AUTHORIZATION AND ASSURANCES**

(1) AUTHORIZATION.

Provide an authorizing resolution of the Applicant's governing body or other evidence of authorization (*Attachment # \_\_\_\_\_*) for the following:

(a) Pledging revenues to repay the loan.

(b) Designation of the Authorized Representative(s) to file this application, provide assurances, execute the loan agreement, and represent the Applicant in carrying out responsibilities (including that of requesting loan disbursements) under the loan agreement.

(2) ASSURANCES.

The Applicant agrees to comply with the laws, rules, regulations, policies and conditions relating to the loan for this project. Applicants should seek further information from the Clean Water State Revolving Fund Program staff as to the applicability of the requirements if the necessity for the assurances is of concern. Specifically, the Applicant certifies that it has complied, as appropriate, and will comply with the following requirements, as appropriate, in undertaking the Project:

(a) Assurances for capitalization grant projects.

1. Complete all facilities for which funding has been provided.
2. The Archaeological and Historic Preservation Act of 1974, PL 93-291, and the National Historic Preservation Act of 1966, PL 89-665, as amended, regarding identification and protection of historic properties.
3. The Clean Air Act, 42 U.S.C. 7506(c), which requires conformance with State Air Quality Implementation Plans.
4. The Coastal Zone Management Act of 1972, PL 92-583, as amended, which requires assurance of project consistency with the approved State management program developed under this Act.
5. The Endangered Species Act, 16 U.S.C. 1531, et seq., which requires that projects avoid disrupting threatened or endangered species and their habitats.
6. Executive Order 11593, Protection and Enhancement of the Cultural Environment, regarding preservation, restoration and maintenance of the historic and cultural environment.
7. Executive Order 11988, Floodplain Management, related to avoiding, to the extent possible, adverse impacts associated with floodplain occupancy, modification and development whenever there is a practicable alternative.
8. Executive Order 11990, Protection of Wetlands, related to avoiding, to the extent possible, adverse impacts associated with the destruction or modification of wetlands and avoiding support of construction in wetlands.
9. The Fish and Wildlife Coordination Act, PL 85-624, as amended, which requires that actions to control natural streams or other water bodies be undertaken to protect fish and wildlife resources and their habitats.
10. The Safe Drinking Water Act, Section 1424(e), PL 93-523, as amended, regarding protection of underground sources of drinking water.
11. The Wild and Scenic Rivers Act, PL 90-542, as amended, related to protecting components or potential components of the national wild and scenic rivers system.
12. The federal statutes relating to nondiscrimination, including: The Civil rights Act of 1964, PL 88-352, which prohibits discrimination on the basis of race, color or national origin; the Age Discrimination Act, PL 94-135, which prohibits discrimination on the basis of age; Section 13 of the Federal Water Pollution Control Act, PL 92-500, which prohibits sex discrimination; the Rehabilitation Act of 1973, PL 93-112, as amended, which prohibits discrimination on the basis of handicaps.
13. Executive Order 11246, Equal Employment Opportunity, which provides for equal opportunity for all qualified persons.



14. Executive Orders 11625 and 12138, Women's and Minority Business Enterprise, which require that small, minority, and women's business and labor surplus areas are used when possible as sources of supplies, equipment, construction and services.
15. The Coastal Barrier Resources Act, 16 U.S.C. 3501 et seq., regarding protection and conservation of the coastal barrier resources.
16. The Farmland Protection Policy Act, 7 U.S.C. 4201 et seq., regarding protection of agricultural lands from irreversible loss.
17. The Uniform Relocation and Real Property Acquisition Policies Act of 1970, PL 91-646, which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal or federally assisted programs.
18. The Demonstration Cities and Metropolitan Development Act of 1966, PL 89-754, as amended, which requires that projects be carried out in accordance with area wide planning activities.
19. Section 306 of the Clean Air Act, Section 508 of the Clean Water Act and Executive Order 11738, which prohibit manufacturers, firms, or other enterprises on the EPA's list of Violating Facilities from participating in the Project.
20. Executive Order 12549, Debarment and Suspension, which prohibits any award to a party which is debarred or suspended or is otherwise excluded from, or ineligible for, participation in federal assistance programs.
21. Minority and Women's Business Enterprise participation in project work using numerical goals, established by the U.S. Environmental Protection Agency, and to be set forth in the specifications for construction and materials contracts.

(b) Assurances for other projects.

1. Chapter 161, Part I, F.S., "Beach and Shore Preservation Act" and Part III, "Coastal Zone Protection Act of 1985" which regulate coastal zone construction and all activities likely to affect the condition of the beaches or shore.
2. Chapter 163, Part II, F.S., the "Local Government Comprehensive Planning and Land Development Regulation Act" which requires units of local government to establish and implement comprehensive planning programs to control future development.
3. Chapter 186, F.S., State and Regional Planning, which requires conformance of projects with Regional Plans and the State Comprehensive Plan.
4. Chapter 253, F.S., "Emergency Archaeological Property Acquisition Act of 1988" which requires protection of archaeological properties of major statewide significance discovered during construction activities.

5. Chapter 258, Part III, F.S., which requires protection of components or potential components of the national wild and scenic rivers system.
6. Chapter 267, F.S., the “Florida Historical Resources Act” which requires identification, protection, and preservation of historic properties, archaeological and anthropological sites.
7. Chapter 287, Part I, F.S., which prohibits parties convicted of public entity crimes or discrimination from participating in State-assisted projects and which requires consideration of the utilization of Minority Business Enterprises in State-assisted projects.
8. Chapter 372, F.S., the Florida Endangered and Threatened Species Act which prohibits the killing or wounding of an endangered, threatened, or special concern species or intentionally destroying their eggs or nest.
9. Chapter 373, Part IV, F.S., Florida Water Resources Act of 1972, which requires that activities on surface waters or wetlands avoid adversely affecting: public health, safety, welfare, or property; conservation of fish and wildlife, including endangered or threatened species or their habitats; navigation or the flow of water; the fishing or recreational values or marine productivity; and significant historical and archaeological resources.
10. Chapter 380, Part I, F.S., Florida Environmental Land and Water Management Act of 1972 as it pertains to regulation of developments and implementation of land and water management policies.
11. Chapter 381, F.S., Public Health, as it pertains to regulation of onsite wastewater systems.
12. Chapter 403, Part I, F.S., Florida Air and Water Pollution Control which requires protection of all waters of the state.
13. Chapter 582, F.S., Soil and Water Conservation Act which requires conformance with Water Management District’s regulations governing the use of land and water resources.
14. Governor’s Executive Order 95-359, which requires State Clearinghouse review of project planning documentation and intergovernmental coordination.

I, the undersigned Authorized Representative of the Applicant, hereby certify that all information contained herein and in the attached is true, correct, and complete to the best of my knowledge and belief. I further certify that I have been duly authorized to file the application and to provide these assurances.

Signed this \_\_\_\_\_ Day of \_\_\_\_\_, \_\_\_\_\_

Authorized Representative \_\_\_\_\_  
*(signature)* *(name typed or printed)*

Attachments



**PART V – SUPPLEMENTARY INFORMATION**

**SCHEDULE OF ACTUAL REVENUES AND DEBT COVERAGE**

(Provide information for the two fiscal years preceding the anticipated date of the SRF loan agreement.)

	Year 20_____	Year 20_____
(a) Operating Revenue (Source)		
_____	_____	_____
_____	_____	_____
(b) Interest Income	_____	_____
(c) Other Income or Revenue (Identify)		
_____	_____	_____
_____	_____	_____
(d) Total Revenues	_____	_____
(e) Operating Expense (excluding interest on debt, depreciation, and other non-cash items)	_____	_____
(f) Net Revenues [(f) = (d) – (e)]	_____	_____
(g) Debt Service (including any required coverage)	_____	_____
(h) Attach audited annual financial report(s), or pages thereof, or other documentation necessary to support the above information. Include any notes or comments from the audit reports regarding compliance with covenants of debt obligations having a prior or parity lien on the revenues pledged for repayment of the SRF Loan. (Attachment #_____)		
(i) Attach worksheets reconciling this page with the appropriate financial statements (for example, backing out depreciation and interest payments from operating expenses). (Attachment #_____)		
(j) <b>If the net revenues were not sufficient to satisfy the debt service and coverage requirement, please explain what corrective action was taken.</b> (Attachment #_____)		

**PART V – SUPPLEMENTARY INFORMATION**

**SCHEDULE OF PROJECTED REVENUES AND DEBT COVERAGE**

Begin with the fiscal year preceding first anticipated semiannual loan payment and continuing for at least three additional years. Attach a separate page for previous State Revolving Fund loans.

	Year 20____	Year 20____	Year 20____	Year 20____	Year 20____
(a) Operating Revenue	_____	_____	_____	_____	_____
(b) Interest Income	_____	_____	_____	_____	_____
(c) Other Income or Revenue (Identify)	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
(d) Total Revenues	_____	_____	_____	_____	_____
(e) Operating Expenses (excluding interest on debt, depreciation, and other non-cash items)	_____	_____	_____	_____	_____
(f) Net Revenues [(f) = (d) – (e)]	_____	_____	_____	_____	_____
(g) Revenue (including coverage) pledged to debt service, excluding SRF loans	_____	_____	_____	_____	_____
(h) Revenue (including coverage) pledged to outstanding SRF loans	_____	_____	_____	_____	_____
(i) Revenue Available for this SRF Loan [(i) = (f) – (g) – (h)]	_____	_____	_____	_____	_____
(j) Identify the source of the above information and explain methods used to develop the projections. (Attachment #_____) Include an explanation of any revenue and expense growth or other adjustments; for example, any rate increases, service growth, inflation adjustments, expense adjustments reflecting the cost of operating additional facilities, or other considerations.					
(k) For construction loans, are the above projections consistent with the accepted financial feasibility information? ____ Yes ____ No If “No”, please explain. (Attachment #_____)					

