

Instructions for Pre-Applications for Loan Assistance for Drinking Water Loan Projects

Pre-Applications must be received by the Agency on or before March 31 preceding the fiscal year for which assistance is requested in order to be included on the Agency's printed priority list or Intended Use Plan. Pre-applications should be sent to the Agency at Post Office Box 19276, Springfield, IL 62794-9276. The following provides further explanation of the pre-application and the priority scoring process:

1. Legal name of the loan applicant that will own the facilities to be constructed.
2. Address of loan applicant.
3. Check the box that best describes your organizational status from the following choices:
 - Local Units of Government. (Including cities, villages, townships, counties, and special service areas)
 - Investor Owned Water Utility if under Illinois Commerce Commission regulation and operating as a separate and distinct water utility.
 - Not for Profit Water Corporation if operating as a separate and distinct water utility.
 - Mutually-owned or Cooperatively-owned Water System if operating as a separate and distinct water utility.
4. The county and districts should be consistent with the mailing address.
5. The authorized representative must be the person or officer with the loan applicant that will be responsible to execute loan documents.
6. The name of the Architectural/Engineering consultants or loan applicant's Engineer that will be responsible for the project planning, design and construction of the loan project.
7. Public Water Supply Facility Number.
8. A separate pre-application should be submitted for each type of project and for each project of the same type that will not be constructed concurrently. *Note. Not all of the information used to determine the priority of projects comes from information submitted on the pre-application. Some of the information used to complete the scoring process will be provided by the Agency from its records or produced during the project planning approval process. Population figures for projects that serve less than the applicant's entire service area will be taken from the Agency approved project planning report. The Agency will also provide the economic data and source water protection data that is used in the priority scoring process. Additional information that will be provided by the Agency from its records or produced during the project planning approval process is italicized below with the affected project type. In the absence of this information at the time of priority scoring, a default value of one will be used in the priority scoring calculation until the appropriate value has been determined.*
 - "Compliance Project" - A project that will satisfy a compliance need, prevent a water supply from a impending non-compliance condition, or correct a State's Technical Policy violation. For the compliance projects, indicate the MCL parameter violation or

treatment technique requirement that will be corrected by the project. If the project is to correct violations of the State's technical policies, please attach a copy of the Notice of Violation. *An assessment of the facility's compliance with drinking water standards and compliance with State Technical Policies will be verified by the Agency.*

- “New Service Project” - A project which will provide drinking water service to an area that has no centralized distribution of drinking water. New Service Projects include the construction of new distribution systems to be connected to existing drinking water treatment facilities or new drinking water distribution systems and associated drinking water treatment facilities. *The percentage of wells that are not an acceptable water supply should be documented by the applicant in the project plan report.*
 - “Service Continuation Project” - A project for the improvement, upgrade, rehabilitation, renovation, and/or replacement of drinking water facilities. Service Continuation Projects include the renovation, repair, replacement or addition of elements of the drinking water treatment, transmission or storage facilities to enable them to maintain the capabilities and capacities for which they were designed and constructed. *An assessment of the conditions of the existing facilities by Agency staff will also impact the priority scoring.*
9. Provide the number of water customers that are billed for water service.
 10. Provide the current population to be served by the project.
 11. Provide a description of the proposed drinking water construction project.
 12. Provide an estimate of the cost for the proposed project and the proposed loan amount.
 13. Provide an estimated schedule for:
 - a. The submission of the project planning to the Agency.
 - b. The submission of engineering plans and specifications to the Agency.
 - c. The award of the construction contract.
 - d. The completion of construction.

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Illinois Environmental Protection Agency
P.O. Box 19276, Springfield, IL 62794-9276
Pre-application for Loan Assistance for Drinking Water Facilities
Annual Filing Deadline: March 31

1. Legal Name of Applicant:

2. Address:

<i>Agency Use Only:</i>	
<i>Date Received:</i>	_____
<i>Project Number:</i>	_____
_____ New App.	_____ Renewal App.

3. Organizational Type:

Unit of Local Government

Investor Owned Water Utility

Not-for Profit Water Corporation

Mutually or Cooperatively Owned Water System

4. Location Information:

a) County _____

b) U.S. Congressional District # _____

c) Illinois House District # _____

d) Illinois Senate District # _____

5. Authorized Representative:

Name: _____

Phone: (_____) _____

Title: _____

6. Engineer:

Name: _____

Firm: _____

Address: _____

Phone: (_____) _____

7. Facility Number _____

8. Reason for Project:

___ A) Compliance Project

___ 1) MCL Violation

Parameter _____

___ 2) Treatment Technique

Parameter _____

___ 3) Technical Policy Violation

___ B) New Service Project

___ C) Service Continuation Project

9. Number of Billed Customers _____

10. Population Served by Proposed Project _____

11. Project Description _____

12. Cost Estimate \$ _____

13. Project Schedule:

Project Planning Submission _____/_____/_____

Plan and Specification Submission _____/_____/_____

Contract Award _____/_____/_____

Completion of Construction _____/_____/_____

Authorized Representative _____

Date ____/____/____