UTAH DRINKING WATER BOARD
FINANCIAL ASSISTANCE
Electronic Application Form (Microsoft Excel 2010)

This form applies to both the "State SRF" and the "Federal SRF" financial assistance programs. Detailed information on these programs is available on-line at:
https://deq.utah.gov/drinking-water/drinking-water-construction-assistance-programs

If you have any questions or difficulties using this electronic form please contact us at 801-536-4200. You may also contact us via e-mail:
ddwsrf@utah.gov

If you wish to add additional comments or information while completing this form, please go to **Tab 8 - Signature**. On this tab you will find a box which you can use to add additional information. You may also attach documents to your eMail when submitting your completed form.

When completed, save this file for your own records. Then send a copy of this file, and required attachments, to:
ddwsrf@utah.gov

You may print a copy of this entire workbook by selecting File>Print>Print Entire Workbook

MAKE SURE THAT MACROS ARE ENABLED FOR THIS FILE. When you first open this file, choose to to Enable Content. If you have problems with check boxes being unresponsive, goto File/Help/Options and then Trusted Center. Then click Trusted Center Settings, then choose "Disable all macros with notification" and reopen your file.

This file has been saved as Excel 2010 version. Let us know if you have any problems.

FILL IN ALL BOXES HIGHLIGHTED IN YELLOW. When typing in dates, be sure to include the forward slashes. Complete Tabs 1 through 8. ORANGE boxes contain formulas which automatically do calculations for you. TIP: Work your way through each worksheet by hitting the TAB key, not the ENTER key.

1 Enter today's date: [ ] mm/dd/yy

2 What type of project are you seeking funds for ?

- ○ Planning (e.g. Engineering Studies, Master Plans, etc)
- ○ Construction of Facilities

Note: You MUST make a selection before completing the rest of this application form. The choice you make above will determine which information you are required to provide in the remainder of this workbook.

3 If you have a preference, enter the date of the upcoming Board meeting at which you want to make your initial appearance:

[ ] mm/dd/yy

Important, please note: The completed application and all required attachments must be received by the Division of Drinking Water **at least 60 days before the Board meeting** at which the application will be considered. The Board's meeting schedule can be viewed at:
https://deq.utah.gov/boards/utah-drinking-water-board-meetings

4 What is your Utah Division of Drinking Water water system number? [ ]
(Example: 98765. Leave blank if you don't know your number.)

5 What is your Federal EIN (i.e. Tax ID Number) ? [ ]
More Info on Federal EIN

End of Tab 1 - INTRODUCTION Worksheet

2 - Contacts

Fill In All Boxes Highlighted In YELLOW

1 APPLICANT INFORMATION

System Name:

This is a:

- ◉ Political Subdivision (e.g. County, City, Town, Improvement District, Metropolitan Water District, Water Conservancy District, Special Service District, etc.)
- ○ Private Water System

Address:
City:
State:
Zip Code:
Phone:
Fax:
Email:

2 PRESIDING OFFICIAL OR CONTACT PERSON

First Name:
Last Name:
Title:
Address:
City:
State:
Zip Code:
Phone:
Fax:
Email:

3 TREASURER/RECORDER

First Name:
Last Name:
Phone:
Fax:
Email:

4 CONSULTING ENGINEER (required for construction)

First Name:	
Last Name:	
Company:	
Address:	
City:	
State:	
Zip Code:	
Phone:	
Fax:	
Email:	

5 FINANCIAL CONSULTANT (if applicable)

First Name:	
Last Name:	
Company:	
Address:	
City:	
State:	
Zip Code:	
Phone:	
Fax:	
Email:	

This individual should be able to list possibilities of other financing and evaluate the possibility of credit enhancement, interest buy down or other loan methods available to applicant.

6 CITY ATTORNEY (required for construction)

First Name:	
Last Name:	
Company:	
Address:	
City:	
State:	
Zip Code:	
Phone:	
Fax:	
Email:	

7 BOND ATTORNEY (required for construction)

First Name:	
Last Name:	
Company:	
Address:	
City:	
State:	
Zip Code:	
Phone:	
Fax:	
Email:	

8 **ENVIRONMENTAL CONSULTANT** (required for construction)

First Name:	
Last Name:	
Company:	
Address:	
City:	
State:	
Zip Code:	
Phone:	
Fax:	
Email:	

9 **OTHER** (if applicable)

Role:	
First Name:	
Last Name:	
Company:	
Address:	
City:	
State:	
Zip Code:	
Phone:	
Fax:	
Email:	

End of Tab 2 - CONTACTS Worksheet

3 - Project Information and Costs

Fill In All Boxes Highlighted In YELLOW

1 BRIEF PROJECT DESCRIPTION

a. Please provide a brief description of your proposed project in the yellow box shown below. (You will have an opportunity to provide a detailed description later.)

Examples:

For a PLANNING project - "Engineering study, including a least-cost analysis, of how to provide better service to the northwest side of town. This region now experiences low pressure and inadequate fire flows."

For a CONSTRUCTION Project - "New spring; 5,000 ft of 8-inch transmission line; 500,000 gal concrete tank"

b. In what area(s) will the project be constructed? (e.g "Within our town limits and 8 miles south of town.")

c. In what county will the project be constructed?

2 ELIGIBILITY FOR "FEDERAL SRF" FUNDS

If you answer YES to any of the following questions, your project is NOT eligible for funding from the "Federal SRF" program.

a. Does the project include the construction or rehabilitation of a dam or dams?

Yes No

b. Is the project needed mainly for fire protection?

Yes No

c. Will the project finance the expansion of a drinking water system to attract future population growth?

Yes No

3 BENEFICIARIES

a. What percentage of your existing water system connections will benefit from this construction project?

b. To what extent is this project being driven by anticipated future growth? (Select the statement which best characterizes the project.)

- ○ Future growth is not a consideration. We are replacing deteriorating facilities, or adding facilities needed for our current customers.
- ○ For the most part, we are replacing deteriorating or undersized facilities. However, we are sizing the components to accommodate anticipated growth.
- ○ For the most part, we are constructing new facilities to accommodate anticipated growth. However, our existing customers will also benefit from the project.
- ○ The primary motivation for the project is to accommodate future growth. Existing customers may benefit somewhat but this is not the primary goal of the project.

c. If the project results in additional water supply, will more than 25% of the new water be devoted to commercial or industrial users?

○ Yes ○ No

If YES, please provide details.

d. Describe the extent to which private developers or subdividers will benefit from the project.

4 JUSTIFICATION FOR THE PROJECT

a. Please describe the type of investigation which led you to conclude the proposed project is justified.

- ○ We developed a Master Plan for our system. This project is part of that plan.
- ○ We prepared a formal Engineering Report to address specific problems with our system. The proposed project was deemed the best alternative.
- ○ This is an emergency project. No formal engineering investigation was conducted.

b. If your proposed project is part of a Master Plan, or resulted from a formal Engineering Investigation, please transmit the document to the Division of Drinking Water. Indicate the date the document was published below:

Date of Report _____ mm/dd/yy

Note: Master Plans and Engineering Reports should include project alternatives, reason and justification for chosen alternative, and a possible financing plan. (These evaluations are called for in: R309-700-4(2) and/or R309-705-5(2)). Furthermore, Master Plans and Engineering Reports should also include a preliminary overview of any environmental issues that may arise due to the construction of a proposed project. (Note: This initial assessment need not be detailed. However, a detailed Environmental Assessment may be required if funds are eventually received from the "Federal SRF Program")

Rule R309-700 Rule R309-705

5 TENTATIVE PROJECT SCHEDULE

a. Please provide an anticipated timetable for the following milestones.

Drinking Water Board Authorization		mm/dd/yy
Complete Master Plan or Engineering Report (For PLANNING Project)		mm/dd/yy
Final Public Hearings		mm/dd/yy
Advertise Environmental Assessment (FONSI) . . . If Applicable		mm/dd/yy
Commence Design		mm/dd/yy
Complete Design		mm/dd/yy
Receive DDW Plan Approval		mm/dd/yy
Advertise for Bids		mm/dd/yy
Bid Opening		mm/dd/yy
Loan Closing		mm/dd/yy
Begin Construction		mm/dd/yy
Complete Construction		mm/dd/yy
Receive DDW Operating Permit		mm/dd/yy

6 ESTIMATED PROJECT COST

Providing cost estimates in the format given below will allow us to evaluate applications in a consistent manner. Please fill out the information requested below completely. If you have existing documents which provide detailed project cost estimates, please transmit them to us also (in addition to entering the information requested below).

a. **Legal:**

Bonding	$ -		
Water Rights	$ -		
Rights of Way & Easements	$ -		
Other	$ -	Specify:	
Other	$ -	Specify:	
Legal Subtotal	*$ -*		

b. **Administrative:**

Financial Consultant	$ -		
Environmental Clearances	$ -		
Other	$ -	Specify:	
Other	$ -	Specify:	
Administrative Subtotal	*$ -*		

c. **Engineering:**

Planning	$ -		
Design	$ -		
Construction Management Services	$ -		
Other	$ -	Specify:	
Other	$ -	Specify:	
Other	$ -	Specify:	
Other	$ -	Specify:	
Other	$ -	Specify:	
Engineering Subtotal	*$ -*		

d. **Construction:**

Water Source(s)	$ -		
Transmission Line(s)	$ -		
Treatment Facility(s)	$ -		
Storage Tank(s)	$ -		
Pump Station(s)	$ -		
Distribution Lines	$ -		
Other	$ -	Specify:	
Other	$ -	Specify:	
Other	$ -	Specify:	
Other	$ -	Specify:	
Facility Construction Subtotal	*$ -*		
Facility Construction Contingency	$ -	*% of Facility Const Subtotal*	*0.00%*
Land Acquisition	$ -		
Other	$ -	Specify:	
Other	$ -	Specify:	
Subtotal of All Construction Items	*$ -*		

TOTAL PROJECT COST:

Legal	$ -	
Administrative	$ -	
Engineering	$ -	% of SUBTOTAL:
Construction	$ -	
SUBTOTAL	$ -	
DDW Administrative Expenses (For Info See Tab 8)	$ -	(1.0% of final Loan Amount)
TOTAL	**$ -**	

e. The cost estimates shown above were made on: mm/dd/yy

7 PROPERTY OWNERSHIP AND RIGHTS OF WAY

a. Briefly describe who currently owns the property on which the project will be constructed (e.g. federal, state, private, etc.)

b. Describe potential rights-of-way or easement issues for the project.

Please Note: The above questions pertain to the project under consideration. For funding, you will eventually need to show that ALL of your water systems facilites, even your existing ones, are under your control by virtue of rights-of-ways, easements or property ownership.

8 REGIONALIZATION PLAN

a. Is the project creating, enhancing, or in compliance with a regionalization plan?

Yes No

If Yes, please explain how. If No, please explain why not or why not possible:

9 PROJECT DETAILS

a. Source-Related Projects

1. Provide a detailed description of any components of the project which are related to source development.

2. What issues will the source-related project(s) address? (Check all that apply.)

- ☐ Potential for waterborne illness (Please provide documentation for each)
  - ☐ Evidence that waterborne illnesses have occurred.
  - ☐ Reports of illnesses which may be waterborne.
  - ☐ High potential for waterborne illness exists.
  - ☐ Moderate potential for waterborne illness
- ☐ Source under the influence of surface water
- ☐ Inadequate source capacity (system is often out of water)
- ☐ Inadequate source capacity (capacity does not meet DDW rules)
- ☐ Microbiological violations
- ☐ MCL chemistry violations
- ☐ Inadequate source development / source protection
- ☐ Other Specify:

3. Water Rights Issues

What existing water rights are pertinent to the project ? Please provide water rights numbers, quantities and time periods.

Is a water right change required for the project?

☐ Yes ☐ No

If YES, please explain.

Please Note: For funding, you will eventually need to provide an attorney's opinion that the water rights for the project under consideration AND the water rights for your entire system are valid. For further information on water rights see:

Utah Div. of Water Rights - Contact Information

b. Treatment-Related Projects

1. Provide a detailed description of any components of the project which are related to water treatment.

2. What issues will the treatment-related project(s) address? (Check all that apply.)

- ☐ Inability to meet log-removal requirements and/or turbidity standards
- ☐ Inadequate/uninstalled disinfection systems
- ☐ Inadequate treatment system
  - ☐ subject to impending failure or has failed
  - ☐ does not meet demands (including lead or copper actions levels)
  - ☐ equipment is projected to become inadequate (without upgrades)
- ☐ Other Specify:

c. Storage-Related Projects

1. Provide a detailed description of any components of the project which are related to water storage.

2. What issues will the storage-related project(s) address? (Check all that apply.)

- ☐ Storage system is subject to impending failure, or has failed
- ☐ System is old, cannot be easily cleaned, or subject to contamination
- ☐ Inadequate capacity for existing demands
- ☐ demand exceeds 90% of storage capacity
- ☐ Applicable contact time requirements cannot be met without an upgrade
- ☐ Systems suffers from low static pressures
- ☐ Other Specify:

d. Transmission and Distribution Projects

1. Provide a detailed description of any components of the project which are associated with the construction or renovation of water transmission or distribution facilities

2. What issues will the transmission/distribution project(s) address? (Check all that apply.)

- ☐ Project will replace pipe containing unsafe material (lead, asbestos, etc.)
- ☐ Distribution system equipment is deteriorated or inadequate for existing demands
- ☐ Distribution system is inadequate to meet 5 year projected demands
- ☐ Applicable disinfectant residual maintenance requrements are not met or high backflow contamination potential exists
- ☐ Minimum dynamic pressure requirements are not met
- ☐ System experiences a heavy leak rate in the distribution lines
- ☐ Other Specify:

End of Tab 3 - PROJECT INFORMATION AND COSTS Worksheet

4 - Funding Sources

Fill In All Boxes Highlighted In YELLOW

1 PROPOSED FUNDING PACKAGE

Loan/Grant mix $

a. Utah Drinking Water Board Financial Assistance $ -

(1) Note: Historically, the Drinking Water Board authorizes up to 20% principle forgiveness if the applicant qualifies as a hardship community, or possibly 50% grant if the applicant qualifies for State SRF funding (subject to available funds)

b. **Funding From Other Sources:**	**Loan $**	Loan %	Loan Yrs	**Grant $**	Describe STATUS of Funding:
Utah Board of Water Resources	$ -	0.00%	0	$ -	
Utah Community Impact Board	$ -	0.00%	0	$ -	
Utah Community Development Block Grants				$ -	
USDA Rural Development	$ -	0.00%	0	$ -	
Other Agency 1 - Specify:	$ -	0.00%	0	$ -	
Other Agency 2 - Specify:	$ -	0.00%	0	$ -	
Other Agency 3 - Specify:	$ -	0.00%	0	$ -	
Subtotal	$ - Loans			$ - Grants	

Total of Loans and Grants from All Agencies $ -

Applicant's Contribution $ -

Describe Below:

In-Kind Contribution, Specify:

Cash Contribution

Total Funds Available For Project $ -

DO FUNDS EQUAL THE PROJECT COST ?

Total Project Cost	**$ -**	(From Tab 3 - Project Info and Costs)
Total Funds Available	$ -	(From Above)
Difference	$ -	(Should be Zero)

Do funds from all sources equal the total cost of the project? **YES**

2 ALTERNATIVE FUNDING METHODS

If you have a financial advisor please answer these questions. The following questions pertain only to the funds you are seeking from the Utah Drinking Water Board.

a Could the amount you are seeking from the Drinking Water Board be financed, in whole or in part, on the public market?

☐ Yes ☐ No

If YES, estimate the amount that could be financed on the public market.

Loan $	Loan %	Loan Yrs
$ -	0.00%	0

If NO, explain:

b Could a credit enhancement agreement be utilized for the public market bonds?

☐ Yes ☐ No

List types of credit enhancements investigated and describe why they are feasible or unfeasible.

3 **COLLATERAL** **(Required for Private Systems)**

What collateral will be used to secure the loan? The value of the pledged collateral must be equal to or in excess of the amount of the loan.

List real property and include an appraisal or value report

List water rights and include an appraisal or value report

Other:

End of Tab 4 - FUNDING SOURCES Worksheet

5 - Your System

Fill In All Boxes Highlighted In YELLOW

1 FINANCIAL STATEMENT

Some of the questions on this worksheet pertain to your system's finances. Please fill out **all** yellow boxes shown below. In order to verify the financial information you provide below, we also need a copy of your latest financial statement.

If your system is a "political subdivision", your latest financial statement may be available at:
Utah State Auditor - Local and State Government Reports

a. Please check one of the following:

- ☐ Our latest financial statement is available on-line at the above web site.
- ☐ Our latest financial statement is NOT available on-line. We will transmit it to the Division of Drinking Water.

2 EXISTING WATER SYSTEM DEBT (BEFORE NEW PROJECT)

a. List all outstanding WATER REVENUE BONDS and attach amortization schedules.

Revenue Bond Name	Interest Rate	Years	Original Amount	Balance Remaining	Required Annual Payment	Maturity Date	
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy

Total Current Annual Payments for Water Revenue Bonds $ -

b. List all outstanding GENERAL OBLIGATION BONDS related to WATER and attach amortization schedules.

G.O. Bond Name	Interest Rate	Years	Original Amount	Balance Remaining	Required Annual Payment	Maturity Date	
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy
	0.00%	0	$ -	$ -	$ -		mm/dd/yy

Total Current Annual Payment for Water-related General Obligation Bonds $ -

c. Describe any other financial obligations which encumber the water system.

What is the current Annual Payment for these other financial obligations ? $ -

3 DEPRECIATION

a. Please select the statement which best describes how depreciation is handled in your water system budget.

- ☐ Depreciation is not part of our water system budget, and it is not mentioned in our financial statement.
- ☐ Depreciation is an item in our financial statement. However, we do NOT actually collect funds for this item. It is a "paper" expense.
- ☐ We actually collect revenue to fund depreciation. However, the amount we collect does not cover all of our depreciation expense.
- ☐ We actually collect enough revenue to fully fund our depreciation expense.

b. If you actually fund depreciation, how much do you collect yearly for this item? $ -

c. If you actually fund depreciation expenses, what is the current fund balance ? $ -

4 CAPITAL FACILITIES REPLACEMENT FUND

a. Are funds currently being deposited into any "capital facilities replacement fund" on an annual or monthly basis?

Click HERE To Activate Choices

☐ Yes ☐ No

If YES, how much do you collect yearly for this item ? $ -

If YES, what is the current fund balance ? $ -

5 OTHER CASH-ON-HAND, INVESTMENTS, ETC.

a. Besides any Depreciation Fund, or Capital Facilities Replacement Fund, does your water system have any other financial resources (e.g. cash-on-hand, investments, etc) ?

☐ Yes ☐ No

If YES, please describe.

If YES, what is the combined balance of these additional financial resources ? $ -

6 CURRENT SERVICE AREA (Required)

a. Population

What is the current population of your service area ?

b. Connections

Number of Residential Connections**

Number of Commercial Connections

Number of Other Connections

Describe:

**Number of Year Round Connections

Total Connections -

c. Equivalent Residential Connections

If you have water use data for your system, please complete the following:

In a typical year, how much water do ALL of your RESIDENTIAL connections consume?		gallons
In a typical year, how much water do ALL of your COMMERCIAL and OTHER connections consume?		gallons

Equivalent Residental Connections (ERC) Analysis

Residental Connections	-
ERC of "Commercial" and "Other" Connections	-
Total Equivalent Resident Connections for Entire System	-

7 CURRENT ANNUAL WATER SYSTEM EXPENSES (Required)

Please enter your annual expenses in the format given below. The information you enter below should be consistent with your latest financial statement.

Purchase of Water	$ -		
Pumping	$ -		
Maintenance/Labor	$ -		
Treatment/Utilities/Materials	$ -		
Equipment Replacement	$ -		
Other	$ -	Describe:	
Other	$ -	Describe:	
Other	$ -	Describe:	
Other	$ -	Describe:	
Other	$ -	Describe:	
Subtotal	$ -		
Depreciation (from Item 3, above)	$ -		
Funding of Capital Facilities Replacement Fund (from Item 4, above)	$ -		
Annual Payments on Current Debt (Total of Items 2a, 2b and 2c, above)	$ -		
Total Expenses	**$ -**		

8 CURRENT ANNUAL WATER SYSTEM INCOME (Required)

Please enter your annual income in the format given below. The information you enter below should be consistent with your latest financial statement.

From Residential Customers	$ -		
From Non-Residential Customers	$ -		
From Taxes	$ -	Specify tax(es):	
From Connection Fees	$ -		
From Impact Fees	$ -		
From Interest Earned	$ -		
From Sales to Other Water Systems	$ -		
From Permit and Inspection Fees	$ -		
Other	$ -	Describe:	
Other	$ -	Describe:	
Other	$ -	Describe:	
Total Annual Income	$ -		

DOES YOUR CURRENT INCOME EQUAL YOUR CURRENT EXPENSES ?

Current Income From Item 8, above	$ -
Current Expenses from Item 7, above	$ -
Difference	-

If there is a significant difference between your INCOME and your EXPENSES please explain:

9 CURRENT RATE AND FEE STRUCTURES (Required)

a. Connection Fee $ - per hookup

b. Impact Fee $ - per new connection

c. Residential Rate Structure

If your residential rate structure cannot be described in the format given below, send us an attachment which describes it.

*If, for a given category, there is no limit on use, please enter the word "unlimited" in the gallons blank. For instance, Overage Block 1 could read: $0.50 per 1,000 gallons for the next **unlimited** gallons.*

Base Rate $ - For up to - gallons

Overage Block 1	$ -	per	-	gallons	for the next	-	gallons
Overage Block 2	$ -	per	-	gallons	for the next	-	gallons
Overage Block 3	$ -	per	-	gallons	for the next	-	gallons
Overage Block 4	$ -	per	-	gallons	for the next	-	gallons
Overage Block 5	$ -	per	-	gallons	for the next	-	gallons

d. Commercial Rate Structure

If your commercial rate structure cannot be described in the format given below, send us an attachment which describes it.

*If, for a given category, there is no limit on use, please enter the word "unlimited" in the gallons blank. For instance, Overage Block 1 could read: $0.50 per 1,000 gallons for the next **unlimited** gallons.*

Base Rate $ - For up to - gallons

Overage Block 1	$ -	per	-	gallons	for the next	-	gallons
Overage Block 2	$ -	per	-	gallons	for the next	-	gallons
Overage Block 3	$ -	per	-	gallons	for the next	-	gallons
Overage Block 4	$ -	per	-	gallons	for the next	-	gallons
Overage Block 5	$ -	per	-	gallons	for the next	-	gallons

10 PIPED IRRIGATION SYSTEMS

a. Are there any PIPED irrigation systems within your current service area ?

Yes No

If YES . . .

What percentage of your culinary connections are also on a piped irrigation system ?

What is the average fee, approximately, that each of those on the piped irrigation system pays yearly ? $ - per year, per irrigation system connection

11 WATER CONSERVATION PLAN

State law requires that all water systems serving more than 500 connections have a written Water Conservation Plan. The Utah Drinking Water Board has adopted a policy requiring that **all** applicants for financial assistance (regardless of system size) have an acceptable "Water Conservation Plan Ordinance" in place before funds are released.

The Utah Division of Water Resources (DWRe) is the lead state agency for reviewing Water Conservation Plans. A sample plan, including a sample Water Conservation Plan Ordinance, is available at:

Utah DWR - Water Conservation Plans

a. Please characterize your status with repect to your Water Conservation Plan and associated ordinance:

- We do not have an approved Water Conservation Plan. We will prepare a plan and submit it to the Division of Water Resources. After approval by DWR we will adopt an ordinance. The ordinance will be adopted before our loan closing.
- We have a Water Conservation Plan which has already been approved by DWR. However, we have not yet adopted our ordinance. The ordinance will be adopted before our loan closing.
- We have an approved Water Conservation Plan and have already adopted an ordinance. A copy will be submitted to DDW.

12 GROWTH PROJECTIONS

For the most current Utah subcounty population projections see:

Utah Population Projections (City Area)

a. Please browse this website and attempt to determine WFRC population projections for your service area. Enter this data below.

Current Population:	
2025 (WFRC estimate)	
2030 (WFRC estimate)	
2035 (WFRC estimate)	
2040 (WFRC estimate)	
2045 (WFRC estimate)	

If you have any comments on DEA's estimates, please enter them below.

b. What are YOUR population and connection estimates for your service area ?

	Population	Connections
Current		
(5 year estimate)		
(10 year estimate)		
(15 year estimate)		
(20 year estimate)		
(25 year estimate)		

What expansions (or reductions) in residential and industrial connections do you anticipate? Are there potential developments, commercial ventures or industrial projects which may significantly impact the demand on your water system?

13 MISCELLANEOUS INFO ABOUT YOUR SERVICE AREA

a. Median Adjusted Gross Income (MAGI)

DDW staff uses the MAGI to determine the "maximum affordable water bill" for your service area. The higher the MAGI, the higher the water bill your customers should be able to afford.

MAGI data originates from Federal tax forms. See line 37 of . . .
Federal Income Tax Form 1040

The MAGI for your service area is simply the "median" of the "adjusted gross incomes" for your residents. "Median" means half are above, and half are below, the published figure.

The latest MAGI figures are available on DDW's web site. Click the link shown below and browse to the heading "Maximum Affordable Water Bill".

DDW Construction Assistance

Please determine the MAGI for your service area from the web site and enter it below:

$ -

If you have any comments on the published MAGI, or if you are unable to find data for your service area, please note below:

14 ANTICIPATED SYSTEM EXPENSES AND INCOME AFTER PROJECT IS COMPLETED

a. After your project is constructed, your water system EXPENSES may increase or decrease. You may have new annual loan payments. Your operating costs may decrease because of reduced maintenance demands. Please describe any anticipated changes to your current operating EXPENSES after the project is completed.

b. If your water system expenses change, you may need to increase (or decrease) your water system INCOME. If so, please describe how you will accomplish this. Will you modify your water rate structure?

End of Tab 5 - YOUR SYSTEM Worksheet

6 - Miscellaneous

Fill In All Boxes Highlighted In YELLOW

1 Public Support

How will public support for the project be demonstrated?

How will public participation be achieved (meetings, fact sheets, referenda, etc.)?

2 Other Future Projects

Are you planning any other capital improvement projects for your drinking water system?

Yes No

If YES, please describe the nature of the projects and the timing:

End of Tab 6 - MISCELLANEOUS Worksheet

7 - Attachments

Fill In All Boxes Highlighted In YELLOW

A Note On Attachments

DDW prefers to receive attachments electronically whenever possible. Please send Microsoft Word, Microsoft Excel, PDF or scanned images if possible. If this is not possible, paper submittals are acceptable.

Send paper submittals to:

Financial Assistance Program
Utah Division of Drinking Water

Location Address: 195 North 1950 West
Salt Lake City, Utah 84116

Post Office Address: P.O. Box 144830
Salt Lake City, Utah 84114-4830

The amount of information which must accompany your application varies with the type of project you are seeking funds for . . . PLANNING or CONSTRUCTION.

For all PLANNING Projects . . .

No attachments are required when applying for a PLANNING project. Please note, however, that certain items will be required before the Drinking Water Board will fund any construction project. Thus, it is recommended that the following items be considered during the planning phase:

* A preliminary assessment of any environmental issues that may arise due to the construction of a proposed project. (Note: This initial assessment need not be detailed. However, a detailed Environmental Assessment may be required if funds are eventually received from the "FSRF Program")

* Determination of Water Rights that will fulfill the scope of the project.
Utah Div. of Water Rights - Contact Information

* Capacity Development

* Water Conservation Plan

* Risk Assessments and Emergency Response

* For Sources (Required for source projects)
Source Protection

* For Water Treatment Plants:
  Consult with DDW's Treatment Speciaists during the planning phase.
  Certain treatment technologies may require pilot testing.

* Determination of "Maximum Affordable Water Bill"
  See: Tab 5, Item 13a, Median Adjusted Gross Income

* Asset Management Plan

* Master Plan

* Hydraulic Model

For all CONSTRUCTION Projects . . .

Please review items below and check the appropriate box.

a. Master Plan or Engineering Report dealing with the proposed project

- [x] An electronic copy is being transmitted with this application
- [ ] A paper copy will be mailed
- [ ] This document has already been transmitted to DDW
- [ ] This document is not yet complete. We will transmit it to DDW when it is finished.
- [ ] We do not intend to create and furnish this document.

b. Most Recent Financial Statement

- [ ] This document is already posted on the Auditor's website
- [ ] An electronic copy is being transmitted with this application
- [ ] A paper copy will be mailed
- [ ] This document has already been transmitted to
- [ ] This document is not yet complete. We will transmit it to DDW when it is finished.
- [ ] We do not intend to create and furnish this document.

c. Detailed cost estimates for all components of the project

- [ ] An electronic copy is being transmitted with this application
- [ ] A paper copy will be mailed
- [ ] This document has already been transmitted to DDW
- [ ] This document is not yet complete. We will transmit it to DDW when it is finished.
- [ ] We do not intend to create and furnish this document.

d. Documentation of the Water Rights that will fulfill the scope of the project

- ☐ An electronic copy is being transmitted with this application
- ☐ A paper copy will be mailed
- ☐ This document has already been transmitted to DDW
- ☐ This document is not yet complete. We will transmit it to DDW when it is
- ☐ The project in no way involves water rights

e. Description of current water rate structure

- ☐ The rate structures are adequately described on Tab 5
- ☐ An electronic copy is being transmitted with this application
- ☐ A paper copy will be mailed
- ☐ This document has already been transmitted to DDW
- ☐ This document is not yet complete. We will transmit it to DDW when it is finished.
- ☐ We do not intend to create and furnish this document.

f. Current Rate and Enforcement Ordinance

- ☐ An electronic copy is being transmitted with this application
- ☐ A paper copy will be mailed
- ☐ This document has already been transmitted to DDW
- ☐ This document is not yet complete. We will transmit it to DDW when it is finished.
- ☐ We do not intend to create and furnish this document.

h. Water Conservation Plan

- ☐ An electronic copy is being transmitted with this application
- ☐ A paper copy will be mailed
- ☐ This document has already been transmitted to DDW
- ☐ This document is not yet complete. We will transmit it to DDW when it is finished.
- ☐ We do not intend to create and furnish this document.

i. Emergency Response Plan For Your Water System

All water systems are encouraged to have emergency response plans. The possiblity of power outages, sabotage, earthquakes, flash floods, equipment failure, etc. should be considered by any water supplier.

America's Water Infrastructure Act of 2018 requires community water systems serving more than 3,300 people to complete a risk and resilience assessment and develop an emergency response plan. Certification of completion must be submitted to the U.S. EPA. For more information, see:

Risk Assessment and Emergency Response Plan

Please click on the statement which best describes the status of your Risk Assessment and Emergency Response Plan:

- ☐ An electronic copy is being transmitted with this application
- ☐ A paper copy will be mailed
- ☐ This document has already been transmitted to DDW
- ☐ This document is not yet complete. We will transmit it to DDW when it is finished.
- ☐ We are NOT required to have an Emergency Response Plan, and don't have one. However, we believe this is a good idea. We will prepare one and send it to DDW when it is available.
- ☐ We are NOT required to have an Emergency Response Plan, and we do NOT intend to create one.

End of Tab 7 - ATTACHMENTS Worksheet

7a - Capacity Assessment Worksheet

Fill In All Boxes Highlighted In YELLOW

Because you are in the process of applying for a State Revolving Fund (SRF) loan, it is necessary for you to complete the following worksheets. The Safe Drinking Water Act requires that a system applying for a SRF loan must demonstrate that it has financial, managerial, and technical capacity. What exactly does that mean?

Technical Capacity - the physical infrastructure of the water system, including but not limited to the source water adequacy, infrastructure adequacy, and technical knowledge. In other words, does your treatment system work the way it is supposed to? Are you providing the safest and cleanest water possible and required by law to your customers right now, and will you be able to in the future?

Managerial Capacity - the management structure of the water system, including but not limited to ownership accountability, staffing and organization, and effective linkages. In simpler terms, do you have a capable and trained staff? Do you have an effective management structure?

Financial Capacity - the financial resources of the water system, including but not limited to revenue sufficiency, credit worthiness, and fiscal controls. Basically, does your system have a budget and enough revenue coming in to cover costs, repairs and replacements?

If it is determined that your system does NOT have the required capacity, you may still qualify for a SRF loan if it is going to be used to ensure that your system will have the necessary capacity. If you have questions while completing the following worksheets, please call our office at (801) 536-4200, and we will be happy to help. Or conctact Michael Grange directly at (801) 536-0069.

We will be studying these worksheets and information located in our files to make a determination whether or not your public water system has the technical, managerial, and financial capacity to be eligible to apply for a SRF loan. A final report will be available upon completion of the analysis.

Applicant:

Prepared By:

Date:

The Technical Portion of your System

Please mark the appropriate box (Yes, No, or Unknown) for each section with an "X". Please try to determine the answer to every question. If a section or question does not apply to your system, please write NA for not applicable.

Water Supply and Existing Demands	Yes	No	Unknown
Do you know how much water you pump on an average day ? Amount:			
Do you know how much water you pump on a peak day ? Amount:			
Have you been able to provide adequate volumes of water during drought cycles ?			
Do you have an Emergency Response Plan that will allow you to meet system demand If Yes, please submit a copy			
Do you have a contract to purchase water? If yes, with whom?			
Do you know the terms affecting your supply during drought conditions ?			
Sytem Maintenance			
Are locations, size, and type of mains and service lines detailed on records ?			
Unaccounted-for Water			

Is unaccounted-for water in the water system monitored and analyzed ?			
Is unaccounted-for water less than 15 percent of the total water delivered to the mains ?			
List percentage of unaccounted-for water:			
Do you have a routine leak detection and repair program ?			
Are all sources of supply and customers metered ?			
Are the meters calibrated and tested to ensure their accuracy and reliability ?			
Water Quality in Distribution System			
Is an annual inspection for cross-connections performed ?			
Is there a program for installing and testing backflow prevention devices where potential contamination is present ?			
Distribution System Problems			
Can you maintain adequte pressure in the distribution system under all conditions of			

The Management Portion of your System

Please mark the appropriate box (Yes, No, or Unknown) for each section with an "X". Please try to determine the answer to every question. If a section or question does not apply to your system, please write NA for not applicable.

Operations Staff	Yes	No	Unknown
Does the person operating your system have current water treatment plant and water distribution operator certification credentials from DEQ/DDW? If Yes, list classification:			
Does your operator receive additional training on an ongoing basis to keep current on new developments in the field ?			
Future Operational Demands			
Does your water system obtain any regular or occasional technical assistance from outside sources, such as DDW, your engineer, other utilities or organizations specifically If yes, who:			
Management & Administration			
Is there a clear plan of organization and control among the people responsible for management and operation of the system ?			
Are the limits of the operators authority clearly known ?			
Are all the specific functional areas of operations and management assigned ?			
Does everyone involved in operations know who is responsible for each area ?			
Is someone responsible for scheduling work ?			
Rules and Standards			
Do you have explicit rules and standards for system modifications ?			
Do you have rules governing hook-ups ?			
Do you have a water main extension policy ?			
Do you have standard construction specifications to be followed ?			
Do you have measures to assure cross-connection control and backflow prevention ?			
Do you have policies or rules describing customer rights and responsibilities ?			
Regulatory Compliance Program			

Do you fully understand monitoring requirements and have a scheduling mechanism to			
Do you have a mechanism to obtain the most recent information on regulatory			
Do you know how to obtain clarification or explanation of requirements ?			
Do you know what to do in the event of a violation ?			
Emergencies			
Do you have an Emergency Response Plan ?			
Is there a contingency for making emergency interconnections to neighboring systems,			
Does everyone involved in operations know what they are to do in the event of			
Do you have a clear chain-of-command protocol for emergency action ?			
Is someone responsible for emergency operations, for communications with state regulators, for customer relations, for media relations ? If yes, who (title):			
Safety			
Do you have a safety program defining measures to be taken if someone is injured ?			
Does everyone understand the risks and safety measures involved in system operations ?			
Do you have written operating procedures for both routine and emergency system operations ?			
Are you fully aware of Occupational Safety and Health Administration (OSHA) confined space (such as trenches/manholes) regulations ?			
Maintenance			
Do you have a planned maintenance management system - a system for scheduling routine preventative maintenance ?			
Do you have a system for assuring adequate inventory of essential spare parts and back-up equipment ?			
Do you have records and data management systems for system operating and maintenance data, for regulatory compliance data, and for system management and administration ?			
Management Capability			
Are you getting the outside services and technical assistance you need ? Do you have adequate legal counsel, insurance, engineering advice, technical / operations assistance, rate case preperation, and financial advice ?			

The Financial Portion of your System

Please mark the appropriate box (Yes, No, or Unknown) for each section with an "X". Please try to determine the answer to every question. If a section or question does not apply to your system, please write NA for not applicable.

Financial Planning Mechanisms	Yes	No	Unknown
Do you have an annual budget ?			
Do you have within the annual budget a seperate reserve account for equipment replacement and/or capitol improvement ?			
Do you have a capital budget or capital improvement plan that projects future capital investment needs some distance (at least five years) into the future ?			
Do you have a process for scheduling and commiting to capital projects ?			
Do you have a capital improvement plan that covers at least the next ten years?			

Does your planning process take account of all the potential capital needs suggested by all of the preceding questions in these worksheets?			
Does your long-term planning analysis of alternative strategies that might offer cost saving to customers, such as consolidation with other nearby systems or sharing of operations and management expenses with other nearby systems ?			
Rates/Billing - Are they Adequate ?			
Do you regularly review your rates ? How often ?			
Do you have a plan in place for periodic increases in rates ?			
Is the rate structure based on metered watered use ? List water rates per 1000 gallons:			
Do users pay the same or higher rate per 1000 gallons as they use more water ?			
Do you have procedures for billing and collection ?			
Is your billing collection rate greater than 95 % ?			
Do you have collection procedures specifically for delinquent accounts ?			
Financial Planning Mechanisns - Are they Adequate ?			
Do you have audited financial statements ?			
Does your water system presently operate on a break-even basis ?			
Does your water system keep all the water revenues (i.e., water revenue does not support other municipal departments or unrelated activities)?			
Do you employ standardized accounting and tracking systems ?			
Do you track budget performance ?			
Do you keep records to substantiate depreciation of fixed assets and accounting for reserve funds ?			
Are financial management record keeping systems organized ?			
Are controls exercised over expenditures ?			
Are controls exercised to keep from exceeding your budget ?			
Are there purchasing procedures ?			

Financial Spreadsheet

Please complete the financial spreadsheet on the following tab using the guidance presented below.

Guidelines:
This cash flow projection form provides a systematic method of estimating cash receipts, disbursements and balances. The entries listed on the form will not necessarily apply to every PWS, and some entries may not be included which would be pertinent to each PWS. It is suggested, therefore, that the form be adapted to each particular PWS, with appropriate changes in the entries as may be required.

Procedure: Most of the entries on the form are self-explanatory; however, the following suggestions are offered to simplify the procedure :

(1) First gather the audited financial statements, internally prepared statements or budgets and other information for the current year and the two prior years. Please include the most recent audit financial statement with your self-assessment report.

(2) Complete the columns for the prior two years using actual data from your audited financial staements, if available, or your internally prepared financial staements. Keeping in mind that, for purposes of this analysis, it is important to use cash receipts and disbursements. Suggestion: Round the amounts at least to the nearest dollar.

(3) Complete the current year's column using the most recent budget information. Include all expenditures incurred by the utility.

(4) Complete the form using the suggestions in the partial form below for each entry. Be sure to include any expenditures resulting from planned plant improvement and estimate the impact of inflation on all expenditures.

(5) Item #1 (Beginning Cash on Hand) plus Item #3 (Total Cash Receipts) minus Item #6 (Total Cash Paid Out) should equal Item #7 (Ending Cash Position).

(6) Item # 13 (Total Reserves) plus Item #12 (Operating Cash) should equal Item #7 (Ending Cash Position).

(7) item #1 (Beginning Cash on Hand) should equal Item #7 (Ending Cash Position) from the prior financial period.

(8) Items # 8 & 9 are used together to determine the impact of the rate structure on the equivalent residential user, If industrial or business customers contribute a significant portion of the revenues, these amounts should be looked at seperately. Consideration should be given to design a rate structure so that each category of user pays its proportional share of the costs of operating and maintaining the PWS.

(9) Item #11 is used to determine to what extent a PWS's rate structure produces revenues sufficient to cover operating expenses.

(10) Item #12 is the operating cash balance at year end. The operating cash balance at the end of any financial period should be adequate to meet the cash requirements for a minimum of one month. If there is too little cash, additional cash may have to be injected or expenditures may have to be reduced. If there is excessive cash on hand, the money should be invested or otherwise deposited into interest bearing accounts (e.g.. set up reserves for replacement or capital improvements, etc.)

Putting it all together: Do you have Technical, Managerial, and Financial Capacity ?

The Division of Drinking Water will be reviewing these worksheets, and information we have in our files, in order to make a determination whether you have the technical, managerial, and financial capacity to qualify for a Drinking Water State Revolving Fund loan. Remember, even if you do not have the required capacity right now, you may still qualify if the loan is going to be used to obtain capacity. Keep in mind that certain other changes may also have to be made, such as managerial and financial changes, in order to qualify. If you need more information or assistance in using and completing these capacity worksheets, please contact:

Michael Grange, P.E.
mgrange@utah.gov
(801) 536-0069

End of Tab 7a - Capacity Assessment Worksheet

7b - Financial Worksheet

Fill In All Boxes Highlighted In YELLOW

Directions

4 Year Projections	Last Year Actual	Current Year Budget	Year 2 Projected	Year 3 Projected	Year 4 Projected
1. Beginning Cash on Hand	For the prior period and the current year budget, use the actual cash balance. For all other years, cash on hand should equal item #12 from previous period.				
2. Cash Receipts:					
a. Unmetered Water Revenue	All cash received/estimated for water supplied to residential, commercial, industrial and public customers where the customer charge is not based on quantity, i.e., its based on diameter of service pipe, room, foot of frontage or other type units.				
b. Metered Water Revenue	all cash received/estimated for water supplied to residential, commercial, industrial and public customers where the charge is based on quantity of water delivered.				
c. Other Water Revenue	Other cash received/estimated from sale of water, e.g., sales for irrigation, sales for resale, inter-municipal sales, advalorem taxes (OM&R portion) etc.				
d. Total Water Revenues (2a thru 2c)	**Self-explanatory**				
e. Connection Fees	All cash received/estimated for connection of customer service during the year.				
f. Interest and Dividend Income	All cash received/estimated on interest income from securities, loans, notes, etc., whether the securities are carried as investments or included in sinking or reserve accounts.				
g. Other Income	Other revenues collected/estimated during the period (e.g., disconnection or change in service fees, profit on materials billed to customers, servicing of customer lines, late payment fees, rents, sales of assets, advalorem taxes (infrastructure portion) etc.).				
h. Total Cash Revenues (2d thru 2g)	**Self-explanatory**				
i. Transfers in/Additional Rev Needed	Includes transfers from other funds w/i the municipality or can be used as a "plug" figure when determining the additional cash needed to cover cash needs.				
j. Loans, Grants or other Cash Injection	Includes loans or grants from financial institutions, inter-municipal loans, state or federal sources.				
3. Total Cash Receipts (2h thru 2j)	**Self-explanatory**				
4. Total Cash Available (1+3)	**Self-explanatory**				
5. Operating Expenses	Use actual amounts paid when completing the prior year. Estimate the amounts for projected years based on prior year amounts, trends and other known variables (including those related to needs identified in the self-assessment).				
a. Salaries and wages	Cash expenditures made/estimated for salaries, bonuses and other consideration for work related to the O&M of the facility, including administration, and compensation for officers, directors, etc.				
b. Employee Pensions and Benefits	Paid vacations, paid sick leave, health insurance, unemployment insurance, pension plan, etc.				
c. Purchased Water	Amounts paid/estimated for cost of water purchased for resale.				
d. Purchased Power	Amounts paid/estimated for all electrical power for the utility.				
e. Fuel for Power Production	Amounts paid/estimated for fuel purchased for the production of power to operate pumps, etc.				
f. Chemicals	Amounts paid/estimated for chemicals used in the treatment and distribution.				
g. Materials and Supplies	Amounts paid/estimated for materials and supplies used for O&M of the PWS other than those under contractual services.				
h. Contractual Services - Engineering	Amounts paid/estimated to outside engineers to perform ongoing engineering work for the facility.				
i. Contractual Services - Other	Amounts paid/estimated for costs of outside accounting, legal, managerial, and other services.				
j. Rental of Equipment/Real Property	Amounts paid/estimated for costs associated w/the rental of equipment, buildings and real property.				
k. Transportation Expenses	Amounts paid/estimated for automobile, truck, equipment, and other vehicle use and maintenance.				
l. Laboratory	Self-explanatory				
m. Insurance	Amounts paid/estimated for vehicle, liability, workers' compensation and other insurance.				
n. Regulatory Commission Expenses	Amounts paid/estimated for rate cases and other activities with a regulatory commission				
o. Advertising	Amounts paid/estimated for informational, instructional and other advertising.				
p. Miscellaneous	Amounts paid/estimated for all expenses not included elsewhere (e.g. permit fees, training, etc.).				
q. Total Cash 0&M Expenses (5a thru 5p)	**Total of lines 5a thru 5p.**				
r. Replacement Expenditures	Amounts paid/estimated for replacement of equipment to maintain system integrity.				
s. Total OM&R Expenditures (5q+r)					
t. Loan Principal/Capital Lease Payments	Include cash payments made/estimated for principal on all loans, including vehicle and equipment purchases on time payments and capital lease payments.				
u. Loan Interest Payments	Self-explanatory				
v. Transfers Out	Include cash transfers made/estimated to funds or entities outside the PWS.				
w. Capital Purchases (specify):	Amount of cash outlays/estimates for items such as equipment, building, vehicle purchases, and leasehold improvements that were not a part of the initial design of the PWS infrastructure.				
6. Total Cash Paid Out (5s thru 5x)	Self-explanatory				
7. Ending Cash Position (4 - 6)	Self-explanatory				
8. Number of Customer Accounts	Use most recent system data or expected increases.				
9. Ave User Charge per Customer (2d/8)	Self-explanatory				
10. Coverage Ratio (2h-5s)/(5t+5u)	Measure of the sufficiency of net operating profit to cover the debt service requirements of the system. A bond covenant might require this to meet or exceed certain limits (e.g. 1.25)				
11. Operating Ratio (2d/5s)	Measure of whether operating revenues are sufficient to cover OM&R expenses. An operating ratio of 1.0 is the bare minimum for a self-supporting facility. With debt service requirements, the operating ratio would have to be higher.				
12. End of Year Operating Cash (7 - 13)	All non-reserved cash.				
13. End of Year Reserves:	Do not include depreciation as a reserve unless there is actually a "depreciation' reserve that has cash set-aside for future expansion.				
a. Debt Service Reserve	Funds specifically set-aside to meet debt service requirements or requirements set forth in a loan convenant/bond indenture.				
b. Bond Retirement Reserve	Funds specifically set aside to retire debt as it is scheduled.				
c. Capital Improvement Reserve	Funds specifically set aside to meet long-term objectives for major facility expansion, improvement and/or the construction of a new facility.				
d. Replacement Reserve	Funds specifically set aside for the future replacement of equipment needed to maintain the integrity of the facility over its useful life.				

4 Year Projections	Last Year Actual	Current Year Budget Year 1 Projected	Year 2 Projected	Year 3 Projected	Year 4 Projected
Enter Year:					
1. Beginning Cash on Hand					
2. Cash Receipts:					
a. Unmetered Water Revenue					
b. Metered Water Revenue					
c. Other Water Revenue					
d. Total Water Revenues (2a thru 2c)	$0.00	$0.00	$0.00	$0.00	$0.00
e. Connection Fees					
f. Interest and Dividend Income					
g. Other Income					
h. Total Cash Revenues (2d thru 2g)	$0.00	$0.00	$0.00	$0.00	$0.00
i. Transfers in/Additional Rev Needed					
j. Loans, Grants or other Cash Injection					
please specify					
3. Total Cash Receipts (2h thru 2j)	$0.00	$0.00	$0.00	$0.00	$0.00
4. Total Cash Available (1+3)	$0.00	$0.00	$0.00	$0.00	$0.00
5. Operating Expenses					
a. Salaries and wages					
b. Employee Pensions and Benefits					
c. Purchased Water					
d. Purchased Power					
e. Fuel for Power Production					
f. Chemicals					
g. Materials and Supplies					
h. Contractual Services - Engineering					
i. Contractual Services - Other					
j. Rental of Equipment/Real Property					
k. Transportation Expenses					
l. Laboratory					
m. Insurance					
n. Regulatory Commission Expenses					
o. Advertising					
p. Miscellaneous					
q. Total Cash 0&M Expenses (5a thru 5p)	$0.00	$0.00	$0.00	$0.00	$0.00
r. Replacement Expenditures					
s. Total OM&R Expenditures (5q+5r)	$0.00	$0.00	$0.00	$0.00	$0.00
t. Loan Principal/Capital Lease Payments					
u. Loan Interest Payments					
v. Transfers Out					
w. Capital Purchases (specify):					
x. Other					
6. Total Cash Paid Out (5s thru 5x)	$0.00	$0.00	$0.00	$0.00	$0.00
7. Ending Cash Position (4 - 6)	$0.00	$0.00	$0.00	$0.00	$0.00
8. Number of Customer Accounts					
9. Average Annual User Charge per account (2d/8)	$0.00	$0.00	$0.00	$0.00	$0.00
10. Coverage Ratio (2h-5s)/(5t+5u)	$0.00	$0.00	$0.00	$0.00	$0.00
11. Operating Ratio (2d/5s)	$0.00	$0.00	$0.00	$0.00	$0.00
12. End of Year Operating Cash (7 - 13)	$0.00	$0.00	$0.00	$0.00	$0.00
13. End of Year Reserves:					
a. Debt Service Reserve					
b. Bond Retirement Reserve					
c. Capital Improvement Reserve					
d. Replacement Reserve					
e. Other					
Total Reserves (13a thru 13e)	$0.00	$0.00	$0.00	$0.00	$0.00

End of Tab 7b - Financial Worksheet

8 - Signature

Fill In All Boxes Highlighted In YELLOW

Investigative and administrative costs incurred by the Utah Department of Environmental Quality (DEQ) or the Utah Drinking Water Board will eventually be billed to the project. A budget item for this expense has been calculated on Tab 3.

The budget for DEQ Administrative Costs is: $ - (From Tab 3)

Please read and acknowledge the following.

AGREEMENT:

If the project is authorized by the Board, all costs incurred by the Utah Department of Environmental Quality (DEQ) or the Utah Drinking Water Board from the beginning of the application process will be charged to the project and paid by the applicant as a part of the total project cost.

The "bond purchase price" will be the amount of money advanced by the Drinking Water Board to the Sponsor for all costs related to the project, **plus** the anticipated costs to DEQ and the Board for reviews and other administrative activities.

Normal costs incurred by the Department of Environmental Quality or Board during preliminary project investigation and prior to Board Authorization will **not** become a charge to the applicant . . .

a. If the project is found not feasible
b. If the application is denied by the Board,
c. If the applicant withdraws the application prior to the Board's authorization.

If the applicant decides not to build the project after the Board has authorized the project, all costs accruing after the authorization will be reimbursed by the applicant to the Board.

By typing in the following boxes, I hereby accept the policy and conditions as enumerated above. Furthermore, I also pledge that the information provided in this application form is true and complete to the best of my knowledge.

Water System Name:

Presiding Officer:

Title:

Would You Like To Add Any Additional Information or Comments?

Please do so here . . .

Who Entered Data Into This Form?

Please enter the names, phone numbers and e-mail addresses of all those who helped complete this form.

Thank You For Completing This Application Form.

End of Tab 9 - SIGNATURE Worksheet