



Information Request for Standalone Fiscal Sustainability Plans (FSP) & Climate Adaptation Plans (CAP) DEADLINE FOR SUBMITTAL: <u>5:00 PM April 18, 2025</u>

This information request is to be completed by loan applicants that <u>are not</u> requesting financial assistance for an infrastructure (construction) project and are interested in receiving principal forgiveness for a <u>standalone</u> FSP and/or a CAP.

To properly evaluate and rank infrastructure projects for potential CWSRF funding and possible loan principal forgiveness (PF), the Department of Environmental Protection (DEP) needs specific information submitted on the project. <u>A separate Project Information Request Form should be completed for each project</u>, e.g. treatment plant upgrades or collection system upgrades.

The completed form(s) <u>must be e-mailed</u> to, <u>Maine.CWSRF.Grants@maine.gov</u>, by **5:00 p.m. April 18th, 2025**. If you have any questions regarding the submittal process, please email <u>Maine.CWSRF.Grants@maine.gov</u> or contact Brandy Piers at (207) 287-6093.

Project Name: _____

Applicant Name: _____

Applicant Unique Entity Identifier (UEI) from https://sam.gov/content/home:

Name and title of contact person for applicant	t :	
Address:		
Town:	State:	Zip Code:
Email:		Telephone:

If an Engineering Firm has been selected, please state the firm's name and project manager.

Name of Engineering Firm:	 	
Name and title of engineer contact:	 	
Address:		
Town:	Zip Code:	
Email:	Telephone:	
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2025 CWSRF Application 2

<u>Section 1 – Sewer User Rates and Median Household Income:</u>

(This section and the attached CWSRF FSP & CAP Loans Only User Rate Calculator, must be completed and submitted to the Department to be eligible for CAP or FSP principal forgiveness.)

Since the standalone CAPs and FSPs <u>do not</u> have infrastructure (construction) projects associated with them, it is difficult to prioritize the applications for funding using the Department's Environmental Priority Point System. With limited funding for principal forgiveness, the Department still needs to prioritize the applications and will be doing so based on the applicant's Affordability ranking. See Attachment 1 for Affordability ranking details. One of the key affordability criteria is the applicant's sewer user rate. To establish the rate, the Department has adopted a standard method for assessing the sewer user rate using Equivalent Dwelling Units (EDUs), sometimes referred to as Equivalent Domestic Units by other funding agencies.

A. Total Annual EDU Sewer User Rate (\$/yr.): \$______ per year. (located on line 13 of the CWSRF FSP and CAP Loans Only User Rate Calculator)

Note: Sewer User Rates submitted by CSO communities will be compared to the CSO annual report.

B. Estimated Population Served:

What is the population served by the <u>utility</u>?

C. Service Area Median Household Income (MHI): \$_____

(Include MHI Data from the community. When available, the income data presented to the Department shall be prioritized in this order:

1) A State approved system-wide income survey that was finalized within the <u>past five years</u>. <u>Exceptions may be made for surveys outside the five-year window if this project was on a</u> <u>previous IUP</u>.

If the applicant's MHI data is from an approved system-wide income survey, identify the organization that conducted the survey and the date it was finalized.

Organization: _____ Date Survey Completed: _____

- 2) Census Designated Place (CDP) data, if the sewered area closely approximates the CDP area; then
- 3) Town data.

CDP and town data shall be from the U.S. Census Bureau – <u>https://data.census.gov/cedsci/</u> enter: **dp03: selected economic characteristics "Your Town & State**", select Product: **2023 ACS – 5 Year Estimates Data Profiles**

D. Loan Commitment Date: For the successful applicant to be guaranteed <u>ANY</u> CWSRF funding and to receive any offer, the applicant must enter a binding loan commitment (closing date) with the Maine Municipal Bond Bank (MMBB) by September 30, 2026.

Is the applicant prepared to enter a loan commitment with the MMBB by September 30, 2026?

Yes No

Section 2 – Plan Information:

- A. Climate Adaptation Plan (CAP): The Department is offering:
 - Up to \$30,000 for coastal communities (or subject to sea level rise and/or storm surge) in a. additional loan PF to borrowers that want to develop a CAP,
 - b. Up to \$20,000 for non-coastal communities in additional loan PF to borrowers that want to develop a CAP.

Yes CAP amount requested is \$ No

CAPs must be developed in accordance with the Department's minimum requirements. See Attachment 3 on the website, https://www.maine.gov/dep/water/grants/SRF/cwsrf/index.html, for information on CAPs.

B. Fiscal Sustainability Plan (FSP): The Department is offering up to \$50,000 in loan principal forgiveness (PF) for development of an FSP for the entire system or a significant drainage area. This offer requires a 100% match from the borrower, either through expenditures or in-kind services. FSPs must be developed in accordance with the Department's minimum requirements. See Attachment 4 for information on FSPs. Please indicate the amount for which you are applying.

FSP amount requested (up to \$50,000) is \$ Yes No

Fiscal Sustainability Plan Scope of Work: Depending on the size of your system and budget, the FSP does not have to cover all of the utility's assets and can be tailored to your needs, but it must meet the minimum requirements for asset planning area, e.g. sewers, pumping stations, and/or wastewater treatment facility. Please describe what the FSP funds will be used for, e.g. purchase of asset management software, CCTV sewer lines and perform condition assessment, develop and implement an FSP for the sewer system, pumping stations, and/or wastewater treatment facility, etc.

Fiscal Sustainability Plan Timeframe for Completion: The FSP must be completed within 18 months of signing the contract agreement.

I certify that I am knowledgeable of the projects included in these forms and have provided information that is accurate, truthful, and complete. Inaccuracies may impact funding offers.

Title and Name: _____ Date: _____

Signature: