



# Clean Water State Revolving Fund Loan Application Instructions for Form 780-1951

Note: Any funding assistance is subject to all State Revolving Fund requirements. Potential applicants should contact the Financial Assistance Center prior to completing and submitting an application. Contact the Financial Assistance Center at 573-751-1192 or toll free at 800-361-4827.

1. Print or type the applicant information. Include a street address if available. The applicant is the entity that will receive the loan funds if awarded. Prior to receiving a loan, the entity must have a DUNS (Data Universal Numbering System) number. The DUNS number is a nine digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>). The authorized representative is the person designated by the applicant to sign official documents and to speak for the applicant on project related matters.
2. This contact noted on the application should be knowledgeable about the application and able to be contacted during business hours.
3. Include the engineering firm name and the professional engineer working on this project.
4. Show the population of the entire service area. The "population to be served" will be different from the census population if the project is to sewer, or construct improvements in, a portion of the municipality or district.
5. Provide the state senate and state representative district number(s) for the project area.
6. Point source projects include those projects that directly or indirectly impact a National Pollutant Discharge Elimination System, or NPDES, permitted facility. In addition, a proposed project that will ultimately result in the issuance of an NPDES permit is to be considered a point source project. A non-point source project is one that does not fit the point source project description, e.g., a project to rehabilitate or replace on-site wastewater systems, the construction of a decentralized (cluster) wastewater system, or riparian corridor restoration. Provide a brief project description. Green Project Components may include the following:
  - Management of stormwater runoff at the local level through the use of natural systems, or engineered systems that mimic natural systems, to treat polluted runoff.
  - Water or energy efficiency improvements.
  - Environmentally innovative activities.
7. List the wastewater discharge permit numbers of all facilities affected by the proposed project.

8. List the non-permitted facilities to be eliminated by the proposed project.
9. Supply the cost estimates for the project. Land acquisition and easements are not eligible unless they are integral to the wastewater treatment process (land application).  
Call for additional guidance if land acquisition is related to a project to address non-point source pollution.
10. Provide a cost breakdown by category of need.
11. 11A and 11B. Provide information on existing or proposed ballot issues. If a bond or tax issue has already been voted, provide a copy of the ballot language and certified election results.  
  
11C. List other types of debt instruments and funding sources such as Neighborhood Improvement District, or NID, U.S. Department of Agriculture-Rural Development, Community Development Block Grants, etc. Supporting documentation should be attached to the application.
12. The financial information will be used to determine the applicant's financial capability to carry out the proposed project.  
  
12A. The median household income is based on the most recent census.  
  
12B. Fill in the current rate for 5,000 gallons. Use the proposed rate if the project area is currently unsewered.  
  
12C. Show the total revenues for the most recent year. Show when the accounting year ended if the fiscal year used is not the calendar year. If this is a new system, write in "new system".  
  
12D. Show the total expenditures for the sewer system for the same time period shown in 12C.
13. List any board trainings related to wastewater management that your board members have attended in the last three years.
14. Provide as much information as possible related to the watershed the project is located in, and the problems to be addressed by the project. This information will be used in determining the project priority in relation to other applications for funding.
15. Check the boxes that apply to the proposed project.
16. Provide the anticipated dates for the milestones listed. Put N/A in the space if the milestone isn't applicable to the project.
17. Information required by 10 CSR 20-4.040(8) must be submitted before the application will be prioritized.

This additional information, if provided, may allow for additional priority points. The applicant may submit other project related information that applicant feels should be submitted with the application.

### **Incomplete Applications will be Returned**

Sign the application; attach any additional information that will enable the department to prioritize your wastewater needs.

- If you are using funds from U.S. Department of Agriculture-Rural Development or Department of Economic Development, Community Development Block Grant Program, be certain that you have included this information.
- Make a copy of the completed application for you records.
- Electronically transmitted applications will not be accepted.
- Mail the Completed Application to:  
Missouri Department of Natural Resources, Water Protection Program,  
Financial Assistance Center, P.O. Box 176, Jefferson City, MO 65102-0176.

### **For More Information**

Missouri Department of Natural Resources  
Water Protection Program, Financial Assistance Center  
P.O. Box 176  
Jefferson City, MO 65102-0176  
800-361-4827 or 573-751-1192  
FAX: 573-751-9396  
[www.dnr.mo.gov/env/wpp/srf/index.html](http://www.dnr.mo.gov/env/wpp/srf/index.html)