

Instructions for Pre-Applications for Loan Assistance for Wastewater 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 form and the priority scoring process:

(Note: In order to appear on the Agency's Intended Use Plan a project must be included in an Agency approved Facility Plan.)

1. Legal name of the loan applicant that will own the facilities to be constructed.
2. Address of loan applicant.
3. The county and district should be consistent with the mailing address.
4. The authorized representative must be the person or officer with the local government until that will be responsible to execute loan documents.
5. The name of the Architectural/Engineering consultants or City Engineer that will be responsible for the facility planning, design and construction of the loan project.
6. 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 score projects for priority comes from the information submitted on the pre-application. Some of the information used to complete the priority scoring process may be provided from governmental economic statistics and population data. Also, Agency records may be used, including stream monitoring data, or as a result of an Agency assessment of the capacities loadings and conditions of sewage treatment facilities that will be affected by the proposed project and/or the operation and maintenance practices of the applicant. Additionally, some of the information used in the priority scoring process may only be available after approval of the facility planning as noted in italics below. When the aforementioned information is not available at the time of priority scoring, a default value of one (1) will be used until the information has been provided. A project's priority will be re-evaluated after the planning approval from information provided in the approved facility planning.
 - "Service Continuation Project" - Projects for the improvement, upgrade, rehabilitation, renovation, and/or replacement of wastewater treatment works. Service Continuation Projects include the renovation, repair, replacement or addition of elements of the wastewater treatment facilities including sanitary sewer systems and facilities to treat combined sewer overflows to enable them to maintain the capabilities and capacities

for which they were designed. Tributary populations and capacity utilizations for sewer projects should be provided in approved facility planning. Agency staff will provide assessments of compliance with discharge standards, the condition of existing facilities, the utilization of existing sewer capacities and the operation and maintenance of the applicant's sewage treatment system.

- "Service Expansion Project" - Projects to expand capacity of existing wastewater treatment works Service Expansion Projects include the construction of wastewater facilities which expand the design capacities of wastewater treatment facilities and/or expand the service areas through construction of wastewater interceptors and/or extension of collector sewers. The facility planning should provide the tributary populations to be served by sewer projects, and the remaining capacities for sewer expansion projects. Agency staff will provide remaining plant capacities and an assessment of the operation and maintenance of the existing facilities.
- "New Service Project" - Projects which will provide wastewater collection, transportation or treatment for an unsewered local government unit. New Service Projects include the construction of new collection systems and interceptors to existing treatment facilities or new wastewater collection systems and associated treatment facilities. The Agency will use the approved facility planning to obtain the population that will be connected to the project upon completion.
- "Combined Sewer Service Projects" - Projects constructed in a combined sewer service area which are intended to reduce or eliminate street, area and basement flooding. Combined Sewer Service Projects include the construction of relief combined sewers and the renovation, repair or replacement of existing combined sewers to reduce or eliminate street, area, and basement flooding. The Agency approved facility planning should provide the drainage area, in acres, that are affected by the proposed project* , the annual number of street and/or area flooding occurrences, the frequency and number of basements affected by flooding and the number of basements in the drainage area.

*In the event the project proposed in the pre-application is only a portion of the project approved in facility planning, it is the applicant's responsibility to provide a planning addendum which provides the drainage area data specific to the project proposed in the pre-application.

7. A written description of the proposed loan project.

8. Provide the location of the discharge of the existing facilities to waters of the State:

- If the system discharges to the treatment facility owned and operated by another local government unit, provide the name of the treatment facility and NPDES permit number.
- If you own the treatment facility, provide the name and NPDES number of your treatment facility.
- For proposed discharges, provide the name of the receiving stream and location.

9. Provide a date certain schedule for:

- a. The completion of the facility planning for this project and approval by the Agency.
- b. Submission of completed plans and specification to the Agency.
- c. Submission of a user charge system and sewer use ordinance of if an Agency approved ordinance exists a demonstration that it is adequate and enforced by the applicant.
- d. The advertisement for bid of the project.
- e. The award of the construction contract.
- f. The completion of construction.

Illinois Environmental Protection Agency
P.O. Box 19276, Springfield, IL 62794-9276
Pre-application for Loan Assistance for Wastewater 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> _____
_____ <i>New App.</i> _____ <i>Renewal App.</i>

3. Location Information:

a) County _____
b) U.S. Congressional District # _____

c) Illinois House District # _____
d) Illinois Senate District # _____

4. Authorized Representative:

Name: _____
Phone: (____) _____

Title: _____

5. Engineer:

Name: _____
Address: _____

Firm: _____
Phone: (____) _____

6. Type of Project:

Check only one (1) and provide **current** tributary population of proposed service area, if requested. One population equivalent (P.E.) is either a single resident or equivalent (.17 lbs. BOD₅ per day).

- ___ a. Service Continuation (Repairing or upgrading of existing sanitary sewer or treatment facilities) _____ P.E.
- ___ b. Service Expansion (Increasing treatment capacity transport capacity or providing new service)
 - 1) Sewage treatment plant _____ P.E.
 - 2) Collection System Expansion _____ P.E.
 - 3) Interceptor Sewer Construction _____ P.E.
- ___ c. New Service (Unsewered community) _____ P.E.
- ___ d. Combined Sewer Service (Alleviation of flooding problems)

7. Description of Proposed Treatment Facilities Including Cost Estimates:

(Attach additional pages if necessary)

Estimated Cost:

\$ _____

8. Location of Discharge Point of Wastewater Treatment Facilities:

Complete a) or b).

- a. Discharge will continue at an existing facility:
 - 1) Name of Treatment Facility _____
 - 2) NPDES Number IL00 _____
- b. Discharge will occur from a new facility to: _____
(Name of receiving stream)

9. Proposed Project Schedule:

Indicate "complete" or anticipated date of completion, as appropriate.

- a. IEPA Approved Facility Plan _____
- b. Plans and Specifications Completed _____
- c. User Charge System and Sewer Use Ordinance _____
- d. Advertise for Bids _____
- e. Contract Award _____
- f. Completion of Construction _____

I, _____, hereby request that this project be scored for inclusion on the IEPA Project Priority List for loan assistance.

Date ___/___/___ **Authorized Representative** _____