

|  |  |
| --- | --- |
| Planning, Acquisition, Design, and Construction / Rehabilitation - Category 2 |  |
| **For additional information on the Flood Infrastructure Funding Program, see the** [**FIF Program Guidance Manual**](https://www.twdb.texas.gov/financial/instructions/doc/TWDB-0104.pdf)**.*****Email completed application******to*** ***FIF@twdb.texas.gov*** . Include the Applicant’s Name, Abridged Application Number, and Category in the subject line. |  |

**Submittal Instructions:** Please email one indexed, electronic copy to FIF@twdb.texas.gov. The application must be compiled and submitted in Portable Document Format **(PDF) format**. The PDF **must be searchable**. Include the Applicant’s Name, Abridged Application Number, and Category in the subject line of the email. For applications in excess of 150 MB, please contact FIF@twdb.texas.gov for submission instructions.

For more information, please email FIF@twdb.texas.gov. Include the Applicant’s Name, Abridged Application Number, and Category in the subject line of the email.

Example email subject line: Applicant Name, Abridged Application 12345, Category 2

Thank you.

|  |
| --- |
| Project information submitted in this application must be consistent with the project’s submitted abridged application; any information that is inconsistent with the project’s ranking in the prioritization list as approved by the board could result in the project losing prioritization points to the extent that the project may fall below the board-approved funding line. By submitting this Application, you understand and confirm that the information provided is true and correct to the best of your knowledge and further understand that the failure to submit a complete Application by the stated deadline, or to respond in a timely manner to additional requests for information, may result in the withdrawal of the Application without review. |

General Information

|  |
| --- |
| Entity Name |
|  |
| Entity Type (City, County, or District/Authority created under Texas Constitution Article III, Section 52 or Article XIV, Section 59) |
|  |
| A citation of the law under which the political subdivision operates and was created |
|  |
| Physical Address |
|  |
| Mailing Address |
|  |

|  |  |  |
| --- | --- | --- |
| Official RepresentativePlease list the **Applicant’s** official project representative with authorized signatory authority | Name |  |
| Title |  |
| Phone |  |
| Email |  |
|  | Address |  |

| Primary ContactPlease list the **Applicant’s** primary project contact (not a consultant) for day-to-day project implementation | Name |  |
| --- | --- | --- |
| Title |  |
| Phone |  |
| Email |  |
|  | Address |  |

|  |  |  |
| --- | --- | --- |
| Project Engineer | Name |  |
| Title |  |
| Phone |  |
| Email |  |
|  | Address |  |

|  |  |  |
| --- | --- | --- |
| Financial Advisor(Required if TWDB debt component is being requested)  | Name |  |
| Title |  |
| Phone |  |
| Email |  |
|  | Address |  |

|  |  |  |
| --- | --- | --- |
| Bond Counsel(Required if TWDB debt component is being requested)  | Name |  |
| Title |  |
| Phone |  |
| Email |  |
|  | Address |  |
| Other Contact(Grant Coordinator etc.)            | Name |  |
| Title |  |
| Phone |  |
| Email |  |
|  | Address |  |

General Project INFORMATION

|  |  |
| --- | --- |
| Abridged Application Number(s) |  |
| Project Name |  |
| Project Location(Latitude/Longitude reflecting the geographic center of the project location and not that of the entity) |  |
| Counties in Project’s Area List counties where the project is located or providing service |  |
| Category Invited For (Select Only One) |
|  [ ]  | [ ]  | [ ]  | [ ]  |
| Category 1Flood Protection Planning for Watersheds | Category 2Planning, Acquisition, Design, and Construction / Rehabilitation (All combinations) | Category 3Federal Award Matching Funds  | Category 4Measures immediately effective in protecting life and property |

**Statement of Funding**

Please indicate the funding sources anticipated to sufficiently fund the project. Insert the dollar amounts applicable from the sources identified below. The Applicant may either use its own available funds or borrow Flood Infrastructure Fund (FIF) funds at zero percent interest for any portion of the required local share not provided through the FIF grant funds. Other funding sources indicated below must be committed/awarded or currently under consideration by the funding agency. If federal funding is a source, please indicate the specific source and federal disaster number in the box below. While you may propose to use in-kind services on this form, any proposal must receive the Texas Water Development Board’s (TWDB) approval.

|  |  |  |
| --- | --- | --- |
| **Sources of Funding** | **Amount ($)** | **Percent of Total Project Cost** |
| 1. Federal Funding

Funding Agency: Click to enter name.Disaster Number: Click to enter number.[ ]  Have Applied for Funding; Date: Click to enter a date.[ ]  Have Received Funding Commitment or Award Notification; Date: Click to enter a date. |  |  |
| b. Local Contribution(All cash/loan/bond proceeds/non-federal funding sources **excluding FIF**) For funding from a non-federal governmental agency/source:[ ]  Have Applied for Funding; Date: Click to enter a date.[ ]  Have Received Funding Commitment or Award Notification; Date: Click to enter a date. |  |  |
| c. In-Kind Contribution (estimated value) |  |  |
| d. TWDB FIF Grant Being Requested (Bank escrow costs may be in included) |  |  |
| e. TWDB FIF Debt Financing Being RequestedApplicants with a debt component **MUST FILL OUT** the debt component questions below. Issuance costs may be included in the project budget. Bank escrow costs may be included. There is no FIF origination fee. |  |  |
| **TOTAL PROJECT COST (*equals a+b+c+d+e*)** |  |  |
| Attach a budget and explanation of funds  | [ ]  Attached  |

Description of Proposed Project – Limit project need and description to one page

|  |
| --- |
| Project Need: Description of Project Need (for example, is the project needed to address a chronic flooding issue, avoid potential stormwater damage, expand capacity, etc.): |
| Project Description: Description of Project, including a bulleted list of project elements/components, and alternatives considered (including existing facilities): |

flood infrastructure fund questions

Category 2: Planning, Acquisition, Design, and Construction / Rehabilitation (All Combinations)

# General Project Information

1. U.S. Geological Survey Map. Attach a U.S. Geological Survey topographic map at the appropriate scale showing, and clearly labeled, the following components:
	1. The project area
	2. All major project infrastructure components or study area (differentiate proposed project elements from existing infrastructure related to the proposed project)
	3. The Applicant’s political boundaries
	4. The affected watershed(s)
	5. The project watershed conforming to [31 TAC §363.408(b)(4)](https://texreg.sos.state.tx.us/public/readtac%24ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=31&pt=10&ch=363&rl=408) (i.e. the area upstream and downstream or the drainage basin to be affected by the project).
	6. Other political entities’ boundaries located within the affected project watershed (e. above)

[ ]  Attached

1. Digital Project Map. Attach a Google Earth compatible KMZ file with the approximate limits of the project boundary.

☐ Attached

1. Digital Project shapefile. Attach an ArcGIS compatible .shp file with the project location. If there are multiple locations, such as in a flood early warning system or local drainage improvements, please show those installations as points or affected area within the .shp file. For larger projects, please include the limits of the project watershed affected by the project, as defined above.

☐ Attached

1. For projects requesting funding for construction, attach the Benefit-Cost Ratio (BCR) of the proposed project in accordance with the [2020 Flood Intended Use Plan](http://www.twdb.texas.gov/financial/programs/fif/doc/2020_Flood_Intended_Use_Plan.pdf). Additionally, attach the supporting Benefit-Cost Analysis (BCA) documentation including methodology used, sample calculations, assumptions, input values, depth damage functions, and other information necessary to independently validate and verify the BCR analysis.
	1. [ ]  If the BCR is less than 1.0, attach an explanation of qualitative benefit factors not captured within the quantitative BCR.
2. If the project is a flood control project and the project watershed (i.e. the area upstream and downstream or the drainage basin to be affected by the project)is partially located outside the boundaries of the political subdivision applying for funding, has the applicant submitted an executed Memorandum of Understanding (MOU) relating to the management of the project watershed? The MOU must be approved and signed by all governing bodies of eligible political subdivisions located in the project watershed.
	1. [ ]  Affected project watershed is in part or in whole outside Applicant’s boundaries and documentation is attached (Template: [TWDB-0170](https://www.twdb.texas.gov/financial/instructions/doc/TWDB-0170.docx))
	2. [ ]  Affected project basin is wholly within the Applicant’s political boundaries.
	3. [ ]  Affected basin is in part or in whole outside Applicant’s boundaries, but documentation is not attached or not yet executed. The anticipated delivery date of the fully executed documentation is: Click or tap here to enter text.
3. Have the technical requirements for the proposed flood project been completed and compared against any other potential flood projects in the same area, either by the Applicant or another Entity? **If so**, please attach [TWDB-0172](https://www.twdb.texas.gov/financial/instructions/doc/TWDB-0172.pdf). **If not**, please attach [TWDB-0173](https://www.twdb.texas.gov/financial/instructions/doc/TWDB-0173.pdf) (TWDB-0172 will be required before release of funds for construction). **If no construction** is involved, please attach TWDB-0173 (TWDB-0172 is not needed).
	1. ☐ Yes, Attach Documentation (Flood Application Affidavit TWDB-0172)
	2. ☐ No, Attach Documentation (Flood Application Affidavit TWDB-0173)
4. a. Has the Applicant acted cooperatively with other eligible political subdivisions to address flood control needs in the area?

[ ]  Yes, Attach Documentation (Flood Application Affidavit TWDB-0172 or TWDB-0173)

[ ]  No

b. Have all the eligible political subdivisions that would be substantially affected by the proposed flood project participated in the project development process? Providing adequate notice and ample opportunity to any such eligible political subdivision that elects not to participate further would fulfill this requirement, provided evidence of notification is included in the application.

[ ]  Yes, Attach Documentation (Flood Application Affidavit TWDB-0172, TWDB-0173, or evidence of adequate notification)

[ ]  No

c. Have these political subdivisions held public meetings (separately or cooperatively) to accept comments on the proposed flood project from interested parties?

[ ]  Yes, Attach Documentation (Flood Application Affidavit TWDB-0172 or TWDB-0173)

[ ]  No

1. Have the appropriate authorities for the area to be served by the project adopted and continued to enforce floodplain ordinances or orders equivalent to the minimum National Flood Insurance Program (NFIP) standards\* ([TWDB NFIP Portal](https://www.twdb.texas.gov/flood/insurance/index.asp))?
	1. [ ]  Yes, attach documentation or provide a link to current Ordinance or Order
	2. [ ]  No, but this project fulfills additional requirements for participation in the NFIP. Please attach explanation describing the plan and the timeline for the community to adopt orders or ordinances prior to disbursement of funds, if selected. If the application is to support development of ordinances or orders equivalent to the minimum requirement of the NFIP, then indicate this as a task in the scope of work and provided explanation.
	3. [ ]  No

**\*Communities that do not participate in the NFIP may not be eligible to receive federal funding\***

1. **If the Applicant is not a participating member of the NFIP,** will the proposed projectinclude floodplain mapping that will enable participation?
	1. [ ]  Yes
	2. [ ]  No
2. In the “Special Flood Hazard Area” to be affected by the project, as defined by the current Flood Insurance Rate Map (FIRM) or best available data, provide the following information:
	1. The estimated population: Click or tap here to enter text.
	2. Number of bridges and low water crossings: Click or tap here to enter text.
	3. Number of residential structures: Click or tap here to enter text.
	4. Number of other structures and type (e.g., commercial, industrial, etc.); and

agricultural or other assets: Click or tap here to enter text.

* 1. Area composing dedicated parkland or other public spaces (parks, public recreation areas, wildlife refuges, or historic sites) protected under Chapter 26 of the Parks and Wildlife Code or Section 6(f) of the U.S. Land and Water Conservation Fund Act Click or tap here to enter text.
	2. Number, type, and size of hazardous sites as defined in [42 U.S.C. § 9601](https://www.govinfo.gov/app/details/USCODE-1999-title42/USCODE-1999-title42-chap103-subchapI-sec9601/summary) or otherwise designated by federal, state, or local agencies Click or tap here to enter text.
1. Is the proposed project structural, non-structural, or both? Non-structural flood mitigation includes, but is not limited to, measures such as acquisition of floodplain land for use as public open space, acquisition and removal of buildings located in a floodplain, relocation of residents of buildings removed from a floodplain, flood warning systems, educational campaigns, land use planning policies, watershed planning, flood mapping, and acquisition of conservation easements ([31 TAC § 363.402(7)](https://texreg.sos.state.tx.us/public/readtac%24ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=31&pt=10&ch=363&rl=402)).
 Check all that apply:

 [ ]  Structural [ ]  Non-Structural

1. If a flood control project, has the Applicant conducted an analysis of whether the proposed flood project could use floodwater capture techniques for water supply purposes, including floodwater harvesting, detention or retention basins, or other methods of capturing storm flow or unappropriated flood flow?

 [ ]  Yes, conducted analysis and project could use floodwater capture techniques

 [ ]  Yes, conducted analysis and project could not use floodwater capture techniques

 [ ]  N/A, please explain Click or tap here to enter text.

1. Does the proposed project include redundant funding for activities already performed and/or funded through another source?
	1. [ ]  Yes, please explain: Click or tap here to enter text.
	2. [ ]  No
2. Is the proposed project, in part or in whole, part of an existing application or funded award to an alternate funding program (ex. CWSRF, CDBG, HMGP, etc.)?
	1. [ ]  Yes, please explain: Click or tap here to enter text.
	2. [ ]  No
3. Is the proposed project, in part or in whole, functionally dependent on a project funded through an alternate funding program (ex. CWSRF, CDBG, HMGP, etc.) or performed with a state or federal agency (ex. TxDOT, USACE, etc.)?
	1. [x]  Yes, please explain: Click or tap here to enter text.
	2. [ ]  No
4. Is a project funded through an alternate funding program (ex. CWSRF, CDBG, HMGP, etc.) or performed with a state or federal agency (ex. TxDOT, USACE, etc.), in part or in whole, functionally dependent on the proposed project?
	1. [ ]  Yes, please explain: Click or tap here to enter text.
	2. [ ]  No
5. Attach a Project Schedule that includes:
	1. estimated date to submit environmental planning documents;
	2. estimated date of environmental finding issued by TWDB staff;
	3. estimated date to submit engineering planning documents;
	4. estimated date for approval of engineering planning documents by TWDB staff;
	5. estimated date for completion of design;
	6. estimated Construction start date for first contract; and
	7. estimated Construction end date for last contract.
	8. [ ]  Attached [ ]  N/A, please explain: Click or tap here to enter text.
6. Applicants Consultants. Please attach copies of all draft and/or executed contracts for consultant services to be used by the Applicant. If there are any significant scope components that the Applicant will be handling in-house, please attach a brief description of those services.

☐ Attached

1. Annual Audit and Management Letter. Attach ONE copy of the preceding fiscal year’s Annual Audit and management letter prepared and certified by a Certified Public Accountant or Firm of Accountants.

[ ]  Attached

# Legal Information

1. Legal Documents:
	1. Resolution. Attach the resolution from the governing body requesting financial assistance. ([TWDB-0201A](http://www.twdb.texas.gov/financial/instructions/doc/TWDB-0201A.pdf))

[ ]  Attached

* 1. Application Affidavit. Attach the Application Affidavit. ([TWDB-0201](http://www.twdb.texas.gov/financial/instructions/doc/TWDB-0201.pdf))

[ ]  Attached

* 1. Certificate of Secretary. Attach the Certificate of Secretary. ([TWDB-0201B](http://www.twdb.texas.gov/financial/instructions/doc/TWDB-0201B.pdf))

[ ]  Attached

1. Enforcement Actions. Has the Applicant been the subject of any enforcement action by the Texas Commission on Environmental Quality (TCEQ), the Environmental Protection Agency (EPA), or any other entity within the past three years? If yes, attach a brief description of every enforcement action within the past three years and action(s) to address requirements.

[ ]  Yes (Attached) [ ]  No

1. Ownership Interests of the Project. Attach a breakdown of ownership interests, an allocation of project costs, and an explanation of the allocation of liability.

[ ]  Ownership Breakdown Attached (Required if not 100%) [ ]  Applicant has 100% ownership interest

1. Stormwater Management Agreements. Is the project intended to allow the Applicant to discharge or receive stormwater to or from another entity? If yes, the Applicant must attach, at a minimum, the proposed draft agreement, contract, or other documentation establishing the stormwater management relationship, with the final and binding agreements provided prior to loan closing.

[ ]  Yes (Attachment Required) [ ]  No

1. Assurances related to state funds:
2. Is the applicant prohibited from receiving state funds under Texas Penal Code § 1.10(d) (related to federal laws regulating firearms, firearm accessories, and firearm ammunition)?

[ ]  Yes [ ]  No

1. If the applicant is a city or county and is requesting grant funds: Is the applicant prohibited from receiving state grant funds under Texas Local Government Code § 364.004 (related to public camping bans)?

[ ]  Yes [ ]  No [ ]  N/A (not a city or county requesting grant funds)

1. If the applicant is a city or county and is requesting grant funds: Has the applicant been sued by the Attorney General under Local Government Code § 364.003 (related to public camping bans)?

[ ]  Yes, current posture of the lawsuit: Click or tap here to enter text.

[ ]  No [ ]  N/A (not a city or county requesting grant funds)

1. If the applicant is a city, county, or special district/authority and is requesting grant funds: Is the applicant prohibited from receiving state grant funds under Texas Government Code § 2.103 (related to regulation of firearm suppressors)?

[ ]  Yes [ ]  No [ ]  N/A (not a city, county, or special district/authority requesting grant funds)

# Engineering/Environmental Information

1. Engineering Feasibility Report.
	1. If the project includes funding for planning, acquisition, or design, please attach a complete Preliminary Engineering Feasibility Report (PEFR) signed and sealed by a licensed professional engineer. A PEFR must address the items listed in the respective PEFR program guidance, including, but not limited to:
		* a description of the purpose and need of the project, including existing facilities

(FIF projects must address issues scored in the Intended Use Plan submittal) AND

* + - a description of alternatives the Applicant has considered (or to be considered during detailed planning) and reasons for the selection of the project proposed

[ ]  Attached

* 1. If the project is for Construction only, then attach the appropriate Engineering Feasibility Report:

[ ]  Attached - Stormwater: [TWDB-0554](http://www.twdb.texas.gov/financial/instructions/doc/TWDB-0554.pdf)

* 1. Total Population Affected by the Project.Provide the total population to be impacted by the proposed project: Click or tap here to enter text.
1. Project Cost Estimate. A project cost estimate is required for FIF financial assistance. Attach the most current itemized project cost estimate, utilizing the [TWDB Budget Form TWDB-1201](http://www.twdb.texas.gov/financial/instructions/doc/TWDB-1201.xlsx). Include all costs and funding sources. If applying for pre-construction costs only (i.e., Planning, Acquisition, Design), then itemize only the relevant portions in the attached budget template. Include costs for bank escrow accounts.

[ ]  Attached (Note – loan component must be rounded up to the nearest $1,000)

1. Water Supply Benefit. If the project includes a water supply benefit, please indicate the following information regarding new supply, new reuse supply, new conservation savings, or increased infiltration capacity or rate.

[ ]  N/A – no water supply benefit

|  |  |  |
| --- | --- | --- |
|  | **Acre-Feet/Year** | **Capital Cost ($)** |
| **New Supply** |  | **$** |
| *Increase in the total annual volume of water supply.* |
| **New Reuse Supply** |  | **$** |
| *Increase in the annual volume of (direct or indirect) reuse water supply.* |
| **New Conservation Savings** |  | **$** |
| *Annual volume of anticipated water savings.* |
| **Maintenance of Current Supply** |  | **$** |
| *Volume of current supplies that will be maintained.* |

1. Please identify the specific water user group(s) with an identified and quantifiable water supply need that would receive a water supply benefit from this project. Click or tap here to enter text.
2. Stormwater Permit for Municipal Separate Storm Sewer Systems (MS4s). Does your project alter the discharge from a MS4?

[ ]  No [ ]  N/A Click to enter why it is not applicable.

[ ]  Yes - If yes, please attach evidence that an application for a new stormwater permit or amendment to an existing permit related to proposed project has been filed with the TCEQ. Final permit authorization must be obtained from the TCEQ before funds can be released for construction activities.

* 1. [ ]  Attached [ ]  Not Attached; provide an explanation why not: Click or tap here to enter text.
1. Property Water Rights and Permits**.** If the project will result in: (a) an increase by the Applicant in the use of groundwater, (b) drilling a new water well, or (c) an increase by the Applicant in use of surface water, then the Applicant must demonstrate that it has acquired – by contract, ownership, or lease – the necessary property water rights, groundwater permits, and/or surface water rights sufficient for the project before funds can be released for construction.
	1. [ ]  N/A **–** No to (a), (b), and (c) above
	2. [ ]  Yes to (a), (b), or and (c) above and the Applicant currently owns all the property water rights, groundwater permits, and surface water rights needed for this project.

If yes, must attach the completed appropriate form(s):

[ ]  Attached - Surface Water ([WRD-208A](http://www.twdb.texas.gov/financial/instructions/doc/WRD-208a.docx))

[ ]  Attached - Groundwater ([TWDB-208B](http://www.twdb.texas.gov/financial/instructions/doc/TWDB-208B.pdf))

* 1. Yes to (a), (b), or (c) above but all property water rights, groundwater permits, and surface water rights needed for this project have not yet been acquired. Identify in the table below the rights and/or permits that will need to be acquired and provide the anticipated date by which the Applicant expects to have acquired such rights and/or permits:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of Water Permit or Right  | Entity from Which the Permit or Right Must Be Acquired  | Acquired by Lease or Full Ownership  | Expected Acquisition Date  | Permit/Water Right I.D. No.  |
|        |        |        |        |        |
|        |        |        |        |        |
|        |        |        |        |        |
|        |        |        |        |        |
|        |        |        |        |        |

1. Water Well Permits.If the project will result in drilling a new well for aquifer storage or recharge, the Applicant must demonstrate that it has acquired all necessary permits.
	1. [ ]  N/A
	2. [ ]  Applicant has already acquired all necessary permits. Permitting entity and ID No: Click or tap here to enter text.
	3. [ ]  All permits needed for this project have not yet been acquired. Identify in table below the permits that will need to be acquired and provide the anticipated date by which the applicant expects to have acquired such permits:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of Water Permit  | Entity from Which the Permit Must Be Acquired  | Acquired by Lease or Full Ownership  | Expected Acquisition Date  | Permit I.D. No.  |
|        |        |        |        |        |
|        |        |        |        |        |
|        |        |        |        |        |
|        |        |        |        |        |
|        |        |        |        |        |

1. Decrease in Stormwater Runoff**.** Will the project result in a decrease in the volume of stormwater runoff contributed to a surface water source?
	1. [ ]  Yes, please explain: Click or tap here to enter text.
	2. [ ]  No
2. Other Engineering Permits. List any major permits not identified elsewhere that are necessary for the completion of the project. Also, list any other necessary minor permits that may involve particular difficulty due to the nature of the proposed project (e.g., railroad crossings, TxDOT permits).

|  |  |  |
| --- | --- | --- |
| Engineering Permit | Issuing Entity | Permit Acquired (Y/N) |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

1. Site Certificate – Evidence of Land Ownership. Please complete and attach the Site Certificate (ED-101), documenting all necessary land and easements for the project.

[ ]  Attached (Required) [ ]  N/A Project is Planning Study Only

1. Land acquisition. For projects requiring acquisition of land including easements:
2. Number of parcels and their sizes Click or tap here to enter text.
3. Provide a narrative of the proposed land acquisition including source of funds, funding amount, and status of funding. Please state if proposed acquisition is through condemnation Click or tap here to enter text.
4. Has a Phase I Environmental Site Assessment (consistent with 42 U.S.C. §9601, §9604, and other regulations, including assessment of substances defined in 21 U.S.C. §802) been conducted throughout the proposed acquisition area? Click or tap here to enter text.
5. Have recognized environmental conditions been identified within the proposed acquisition area? Click or tap here to enter text.
6. If recognized environmental conditions have been identified, how and when will they be addressed or mitigated? Click or tap here to enter text.
7. Water Use Survey. For Applicants that provide retail water services: Has the Applicant already submitted to the TWDB the annual Water Use Survey of groundwater and surface water for the last THREE years? If the Applicant has not completed these, please download survey forms and attach a copy of the completed water use surveys to the application. (<http://www.twdb.texas.gov/waterplanning/waterusesurvey/index/asp>.)

[ ]  Yes, already submitted [ ]  No (WUS(s) attached) [ ]  N/A – No retail water service

1. Water Loss Audit. For Applicants that are a retail public utility that provide potable water: Has the Applicant already submitted the most recently required water loss audit to the TWDB? If no, and if applying for a water supply project, please complete the online TWDB Water Audit worksheet and attach a copy to the application. (<http://www.twdb.texas.gov/conservation/resources/waterloss-resources.asp>)

[ ]  Yes, already submitted [ ]  No (WLA(s) attached) [ ]  N/A – No retail water service

1. Additional Environmental Permits, Registrations, Licenses, Authorizations. Please list any environmental permits, registrations, licenses, or authorizations necessary for the project and the status of each (e.g., Endangered Species Act Section 10(a)(1)(B) incidental take permit, Clean Water Act Section 404 Individual Permit, USACE Nationwide Permit, or Rivers and Harbors Act Section 10 Permit).

|  |  |  |
| --- | --- | --- |
| Permit | Issuing Entity | Permit Acquired (Y/N) |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |

Comments: Click or tap here to enter text.

1. Environmental Finding. Has a Categorical Exclusion (CE), Determination of No Effect (DNE), Finding of No Significant Impact (FONSI), Environmental Determination (ED), Record of Decision (ROD), or any other environmental finding been issued for this project by the TWDB or another agency? If yes, please attach a copy of the determination.

[ ]  Yes (Attached) [ ]  No environmental finding previously issued

1. Categorical Exclusion/Determination of No Effect. If the project is potentially eligible for a CE/DNE, please attach the CE/DNE Request Form (<https://www.twdb.texas.gov/financial/instructions/doc/TWDB-0803.pdf>)

[ ]  CE/DNE Request Form Attached

[ ]  Project Not Eligible for CE/DNE

1. Social or Environmental Issues. Attach a discussion of any known permitting, social, or environmental issues that may affect the evaluation of project alternatives or implementation of the proposed project; e.g., these could include rate increases, potential impacts to known cultural resources, potential impacts to waters of the U.S. or to protected species, etc.

[ ]  Attached (Required)

DEBT component questions – Applicants not seeking DEBT FINANCING **do not** need to answer the questions below

all debt financing with a term longer than 12 months must be via registered securitIes, such as bonds (tax and/or revenue), tax notes, OR certificates of obligation. loan agreements can only be used for debt with a term of 12 months or less.

# Legal Information

1. Pledge. What type of pledge will be used to repay the proposed debt?

[ ]  Systems Revenue [ ]  Taxes [ ]  Combination of System Revenues & Taxes

[ ]  Contract Revenue [ ]  Other (Explain): Click or tap here to enter text.

* 1. If pledge includes revenues, please specify. Click or tap here to enter text.
	2. If pledge includes revenues, please specify the lien level. Click or tap here to enter text.
1. Tax Status. Indicate the tax status of the proposed loan.

[ ]  Tax-Exempt [ ]  Taxable [ ]  N/A

1. Does the Applicant have current authority to issue debt? If no, please provide date of when authority is expected.

[ ]  Yes [ ]  No Click to enter a date.

1. Proposed Debt Issue**.** Provide the full legal name of the security for the proposed debt issue(s).
	* Ex. $2,000,000 City of Example, Texas Combination Tax & Surplus Revenue Certificates of Obligation, Proposed Taxable Series 2021

Click or tap here to enter text.

1. Parity of Debt. Is the applicant proposing to issue Certificates of Obligation or bonds on parity with outstanding obligations?

[ ]  Yes [ ]  No

If yes:

* 1. Please describe any reserve requirements and additional debt requirements: Click or tap here to enter text.
	2. Attach the most recent resolution ordinance authorizing the outstanding parity debt.

[ ]  Attached

1. Rate Covenants. Describe any existing rate covenants: Click or tap here to enter text.

# Financial Information – IF PROPOSED General Obligation BONDS NOT SUPPORTED BY REVENUES, **DO NOT** FILL OUT QUESTIONS #47-53 AND SKIP TO QUESTION #54

1. Utilities Provided. Indicate the services the Applicant provides its customers. Check all that apply.

[ ]  Regional/Wholesale Water Services [ ]  Retail Water [ ]  Wastewater

[ ]  Storm water/Drainage [ ]  None of these

1. Current Average Residential Usage and Rate Information. Should tie to Financial Advisor’s proforma.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Service | Date of Last Rate Increase | Avg. Monthly Usage (Gal) | Avg. Monthly Bill ($) | Avg. Monthly Increase Per Customer ($) at Last Rate Increase | Projected Monthly Increase Necessary to Repay Loan ($) |
| Water |            |            | $           | $           | $           |
| Wastewater |            |            | $           | $           | $           |
| Drainage |            | N/A | $           | $           | $           |

Comments: Click or tap here to enter text.

1. Authorized Rates/Fees/Charges Schedules.Please attach a schedule of current water, wastewater, and/or storm/drainage rates or fees (whichever is applicable) and the proposed rates/fees needed to finance the project and ongoing maintenance and operation (include the tentative schedule for the necessary proposed rate/fee increase).

[ ]  Attached

1. Collection Procedures. Please describe the procedures for collecting customer’s monthly bills, including penalties for delinquent accounts and the standard procedures in place to remedy these accounts. Click or tap here to enter text.

[ ] N/A

1. Number of Connections. Provide the number of active connections for each of the past FIVE years.

[ ] N/A - Water and Sewer Not Applicable to Project or Funding

1. WATER [ ]  N/A - No water service provided by applicant

|  |  |
| --- | --- |
| Year | Number of Active Connections |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |

1. WASTEWATER [ ] N/A - No wastewater service provided by applicant

|  |  |
| --- | --- |
| Year | Number of Active Connections |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |

1. Customer Usage. List the top TEN customers of the water/wastewater system by annual usage in gallons and percentage total use.

[ ] N/A – Water and Sewer Not Applicable to Project or Funding

1. WATER [ ] N/A - No water service provided by applicant

|  |  |  |
| --- | --- | --- |
| Customer Name | Annual Usage (Gal) | Percent of Usage |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |

Comments: Click or tap here to enter text.

1. WASTEWATER [ ]  N/A - No wastewater service provided by applicant

|  |  |  |
| --- | --- | --- |
| Customer Name | Annual Usage (Gal) | Percent of Usage |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |
|            |            |           % |

Comments: Click or tap here to enter text.

1. Customer Annual Revenue**.** List the top TEN customers of the water and/or wastewater system by annual revenue with corresponding usage and percentage total use.

[ ] N/A

1. WATER [ ] N/A - No water service provided by applicant

|  |  |  |  |
| --- | --- | --- | --- |
| Customer Name | Annual Usage (Gal) | Annual Revenue | Percent Total Water Revenue |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |

Comments: Click or tap here to enter text.

1. WASTEWATER [ ] N/A - No wastewater service provided by applicant

|  |  |  |  |
| --- | --- | --- | --- |
| Customer Name | Annual Usage (Gal) | Annual Revenue | Percent Total Wastewater Revenue |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |
|            |            | $           |           % |

Comments: Click or tap here to enter text.

1. Wholesale Contracts. Provide a summary of the wholesale contracts with customers.

[ ] N/A - No wholesale water service provided by applicant

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Contract Type | Minimum Annual Amount | Usage Fee per 1,000 gallons | Annual Operations and Maintenance | Annual Capital Costs | Annual Debt Service | Other | Annual Use for the Most Current Fiscal Year End | Annual Revenue for the Most Current Fiscal Year End |
|           | $          | $         | $           | $       | $           | $      |            | $         |
|           | $          | $         | $           | $       | $           | $      |            | $         |
|           | $          | $         | $           | $       | $           | $      |            | $         |
|           | $          | $         | $           | $       | $           | $      |            | $         |
|           | $          | $         | $           | $       | $           | $      |            | $         |

Comments: Click or tap here to enter text.

1. Taxing Authority. Does the applicant have taxing authority?

[ ]  Yes [ ]  No

1. Maximum Tax Rate. Provide the maximum tax rate permitted by law per $100 of property value.

$ Click or tap here to enter text. [ ]  N/A

1. Principal Employers. Please list the TEN largest employers of the applicant’s service area:

|  |  |
| --- | --- |
| Name | Number of Employees |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |
|            |            |

Comments (example: any anticipated changes to the tax base, employers etc.): Click or tap here to enter text.

1. Bond Ratings. Provide any current bond ratings with date received and attach corresponding rating reports. If any are not applicable, enter “N/A”.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Standard & Poor’s | Date Received | Moody’s | Date Received | Fitch | Date Received |
| G.O. |            |            |            |            |            |            |
| Revenue |            |            |            |            |            |            |

[ ]  Attached

1. Overlapping Debt and Tax Rate Table. Attach the direct and overlapping debt and tax rate table.

[ ]  Attached [ ]  N/A

1. Taxable Assessed Valuation. In the table below, please provide the last FIVE years of data showing total taxable assessed valuation including net ad valorem taxes levies, corresponding tax rate (detailing debt service and general purposes), and tax collection rate.

[ ]  No direct tax assessed [ ]  N/A

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Fiscal Year Ending | Net Taxable Assessed Value ($) | Tax Rate | Maintenance & Operating Rate | Interest & Sinking Rate | Tax Levy ($) | Percentage Current Collections | Percentage Total Collections |
|       | $      |       |       |       | $      |       |       |
|       | $      |       |       |       | $      |       |       |
|       | $      |       |       |       | $      |       |       |
|       | $      |       |       |       | $      |       |       |
|       | $      |       |       |       | $      |       |       |

1. Tax Assessed Values by Classification**.** Please attach the last FIVE years of tax assessed values delineated by Classification (Residential, Commercial, and Industrial).

[ ]  Attached [ ]  No direct tax assessed [ ]  N/A

1. Top Ten Taxpayers – Assessed Valuation. Please provide the current top TEN taxpayers showing percentage of ownership to total assessed valuation. Explain anticipated impacts in the Comments blank, below. If any of these have changed in the past three years, please provide information on the changes to the top ten.

[ ]  No direct tax assessed

|  |  |  |
| --- | --- | --- |
| Taxpayer Name | Assessed Value | Percent of Total |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |
|       | $           |      % |

Comments: Click or tap here to enter text.

1. Sales Tax. Does the applicant collect sales tax?

[ ]  No

[ ]  Yes. If yes, provide the sales tax collection history for the past FIVE years:

|  |  |
| --- | --- |
| Fiscal Year Ending | Total Collections |
| 20      | $           |
| 20      | $           |
| 20      | $           |
| 20      | $           |
| 20      | $           |

1. Five-Year Comparative System Operating Statement.Please attach:

[ ]  a five-year comparative statement including audited prior years, and

[ ]  unaudited year-to-date statement of the following: Operating Statement (not condensed), Balance Sheet, Statement of Cash Flows

1. Proforma / Loan Amortization Schedule. Please select one of the repayment methods from the options below. The proforma should indicate all the information listed under the selection for all years that the debt will be outstanding. Please be sure the proforma shows level debt service and payments are shown in $1,000 or $5,000 increments.

[ ]  System Revenues (Attached)

[ ]  Projected Gross Revenues

[ ]  Operating and Maintenance Expenditures

[ ]  Outstanding and Proposed Debt Service Requirements

[ ]  Net Revenues Available for Debt Service and Coverage of Current and Proposed
Debt Paid from Revenues

[ ]  Taxes (Attached)

[ ]  Outstanding and Proposed Debt Service Requirements

[ ]  Tax Rate Necessary to Repay Current and Proposed Debt Paid from Taxes

[ ]  List the Assumed Collection Rate and Tax Base Used to Prepare the Schedule

[ ]  Combination of System Revenues and Taxes (Attached)

[ ]  Projected Gross Revenues

[ ]  Operating and Maintenance Expenditures

[ ]  Net Revenues available for debt service

[ ]  Outstanding and Proposed Debt Service Requirements

[ ]  Tax Rate Necessary to Repay Current and Proposed Debt Paid from Taxes

[ ]  List the Assumed Collection Rate and Tax Base Used to Prepare the Schedule

[ ]  Contract Revenues (Attached)

[ ]  Participant’s Projected Gross Revenues

[ ]  Participant’s Operating and Maintenance Expenditures

[ ]  Outstanding and Proposed Debt Service Requirements

[ ]  Net Revenues Available for Debt Service and Coverage of Current and Proposed Debt Paid from Revenues

[ ]  Other (Attached)

[ ]  Projected Gross Revenues

[ ]  Annual Expenditures

[ ]  Outstanding and Proposed Debt Service Requirements

[ ]  Revenues Available for Debt Service

1. Outstanding Debt. Does the applicant have any outstanding debt? Check all that apply and attach a list of total outstanding debt and identify the debt holder. Segregate by type (General Obligation or Revenue) and present a consolidated schedule for each, showing total annual requirements. Note any authorized but unissued debt.

[ ]  General Obligation Debt (Attached)

[ ]  Revenue (Attached)

[ ]  Authorized but Unissued Debt (Attached)

[ ]  Other Debt (Attached)

[ ]  None

1. Repayment Issues. Disclose all issues that may affect the project or the applicant’s ability to issue and/or repay debt (such as anticipated lawsuits, judgements, bankruptcies, major customer closings. etc.).

Click or tap here to enter text.

1. Default Debt. Has the applicant ever defaulted on any debt? If yes, disclose all circumstances surrounding prior default(s).

[ ]  No

[ ]  Yes, explain: Click or tap here to enter text.

1. Defunding Municipality**.** For city applicants: Has the Criminal Justice Division of the Office of the Governor issued a written determination finding that the applicant is a “defunding municipality” under Texas Local Government Code, Chapter 109?

[ ]  Yes [ ]  No [ ]  N/A (not a city)

Attachment CHECKLIST

|  |  |  |  |
| --- | --- | --- | --- |
|  | ATTACHED | N/A | ATTACHMENT DESCRIPTION |
|  |[ ] [ ]  Project Budget and Explanation of Funds |
|  |[ ] [ ]  Map showing project location and delineation of project watershed |
|  |[ ] [ ]  Explanation of BCR <1.0 |
|  |[ ] [ ]  Memorandum of Understanding (MOU) (Template TWDB-0170) |
|  |[ ] [ ]  National Flood Insurance Program (NFIP) |
|  |[ ] [ ]  Flood Application Affidavit (TWDB-0172 or TWDB-0173) |
|  |[ ] [ ]  Evidence of Adequate Notification for purposes of question #7b |
|  |[ ] [ ]  Resolution (TWDB-0201A) |
|  |[ ] [ ]  Application Affidavit (TWDB-0201) |
|  |[ ] [ ]  Certificate of Secretary (TWDB-0201B) |
|  |[ ] [ ]  Environmental Finding |
|  |[ ] [ ]  Enforcement Actions by TCEQ or EPA |
|  |[ ] [ ]  Stormwater Management Agreements |
|  |[ ] [ ]  Social or Environmental Issues |
|  |[ ] [ ]  Benefit-Cost Ratio required information |
|  |[ ] [ ]  Project Schedule |
|  |[ ] [ ]  Preliminary Engineering Feasibility Report (PEFR) |
|  |[ ] [ ]  Engineering Feasibility Report (EFR) – Stormwater (TWDB-0554) |
|  |[ ] [ ]  Project Cost Estimate Budget (TWDB-1201) |
|  |[ ] [ ]  Stormwater Permit for Municipal Separate Storm Sewer Systems (MS4s) |
|  |[ ] [ ]  Property Water Rights & Permits – Surface Water (WRD-208A); Groundwater (TWDB-208B) |
|  |[ ] [ ]  Site Certificate – Evidence of Land Ownership (ED-101) |
|  |[ ] [ ]  Water Use Survey |
|  |[ ] [ ]  Water Loss Audit |
|  |[ ] [ ]  List of entities receiving the proposed MOU and project description |
|  |[ ] [ ]  Phase I Environmental Site Assessment and additional assessments and mitigation reports as warranted |
|  | ATTACHED  | N/A | LOAN COMPONENT ATTACHMENT DESCRIPTION |
|  |[ ] [ ]  The most recent resolution or ordinance authorizing outstanding parity debt |
|  |[ ] [ ]  Rate Schedule |
|  |[ ] [ ]  Bond Ratings |
|  |[ ] [ ]  Overlapping Debt and Tax Rate Table |
|  |[ ] [ ]  Tax Assessed Values by Classification |
|  |[ ] [ ]  Annual Audit & Management Letter |
|  |[ ] [ ]  Five Year Comparative Operating Statement |
|  |[ ] [ ]  Proforma/Amortization Schedule |