

# Vermont Drinking Water State Revolving Fund (DWSRF)

## Source Protection Loan Application (SPLP)

Technical review by Vermont Department of Environmental Conservation  
Financial review and loan agreements by Vermont Bond Bank (VBB)

The Source Protection Loan program can be used to purchase land or conservation easements to protect public water sources, existing and future, and ensure compliance with state and federal drinking water standards.

Water systems must have a current and approved Source Protection Plan or have submitted the plan update that is due to the Drinking Water and Groundwater Protection Division (DWGPD) prior to loan application. Loans are limited to Municipal Public Community Water Systems (PCWS); this includes fire districts. The water system must demonstrate how the project will directly promote public health protection or compliance with national drinking water regulations.

The funding is based on a fifty percent (50%) loan and fifty percent (50%) grant (subsidy). There is no annual interest rate (0%) on the loan balance and a maximum loan term of twenty (20) years. There is no Administration Fee. Further details can be found at <https://dec.vermont.gov/water/drinking-water/public-drinking-water-systems/source-water-protection>

### Instructions:

Email this completed application and the required attachments to [julia.beaudoin@vermont.gov](mailto:julia.beaudoin@vermont.gov)

- Required elements of this loan application include:
  - a. Municipality information (Borrower), signatures of at least two authorized representatives, and [SAM.gov](https://sam.gov) Unique Entity ID
  - b. Project details and total loan request
  - c. Borrower financial records
  - d. Required attachments:
    - i. A draft purchase agreement is required for loan approval and must be submitted with loan application. The final agreement does not need to be submitted with loan application but is required for disbursement of funds.
    - ii. Final attorney certificate of property is required for disbursement of funds, but is not needed at the time of loan application: [Attorney Title Easement Certification Form](#)
    - iii. Appraisal costs
    - iv. Legal costs (deed, title, bond opinion, etc.)
    - v. Bond vote warning, results, and bond counsel opinion
    - vi. Last three years of borrower financial statements

- vii. Appropriate scale topographical map and/or orthophoto showing:
  - a) Proposed land parcel to be purchased
  - b) Location of current water system source(s) and WSID
  - c) Proposed location of new source, if applicable
  - d) Location of other water supply sources within appropriate investigation radius if land purchase is for new source development
- viii. New source development only: narrative description of methods used to choose site (e.g., fracture trace, geophysics, setbacks, etc.)

For loan or application questions, contact:

Julia Beaudoin, DWGPD Hydrogeologist

[Julia.Beaudoin@vermont.gov](mailto:Julia.Beaudoin@vermont.gov) or 802-661-8281

### A. Borrower Information and Contacts

|   |  |
|---|--|
| Municipality legal name:                  |  |
| Water system name:                        |  |
| WSID # (3-5 digits):                      |  |
| Mailing Address:                          |  |
| SAM.gov Unique Entity ID* (12 character): |  |

\*Full SAM.gov registration is not required, but to be a subrecipient of federal funds including a DWSRF loan, there must be a publicly visible entry that DEC staff can review. Visit [sam.gov](http://sam.gov) for more information.

#### Municipal Water System Personnel and/or Board Members

List all people who will authorize or manage the loan in roles such as

Town/City: Manager; Public Works Director; Clerk; Treasurer; Financial Manager; etc.

Governing Body/Selectboard/Prudential Committee: Chair; Treasurer; Clerk/Secretary; Member.

Start with the Authorized Representative and Alternate Authorized Representative and provide their contact info. Add pages for additional names if needed. Have each person sign the application. **A signature below certifies review and approval of the entire completed loan application.** The Designated Operator role does not need to be added to the loan application unless they are in one of the other roles.

**Authorized Representative** (who has the authority to sign legal and financial agreements. Must be a member of the owner’s governing body or direct employee of the owner and may not be an independent contractor working for the owner):

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

**Alternate Authorized Representative** (Backup for Authorized Representative. Must also be a member of the owner’s governing body or direct employee of the owner and may not be an independent contractor working for the owner):

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

**Other personnel/board members:**

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

**Other personnel/board members (continued):**

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

|           |  |             |  |
|-----------|--|-------------|--|
| Name      |  | Title/Role: |  |
| Phone:    |  | Email:      |  |
| Signature |  | Date        |  |

**Legal Firm and Attorney Name**

|                  |  |               |  |      |  |
|------------------|--|---------------|--|------|--|
| Firm Name:       |  | Contact Name: |  |      |  |
| Mailing Address: |  |               |  |      |  |
| Town:            |  | State:        |  | ZIP: |  |
| Phone:           |  | Email:        |  |      |  |

## B. Project Details

The Vermont Drinking Water Source Protection Fund shall be used to provide loans to municipalities for purchasing land or conservation easements in order to protect public water sources and ensure compliance with State and federal drinking water regulations.

### Loan Summary

- Repayment: begins 1 year after loan agreement execution.
- Loan Term: annual payments over 20 years.
- Interest Rate: 0%
- Administrative Fee: 0%

**Project Title:** \_\_\_\_\_

**Source Protection Plan** approval or submission date: \_\_\_\_\_

**Land location** points are not additive. Points for the highest applicable improvement are counted.

| Points                      | Land Location – to achieve control of:                           |
|-----------------------------|--|
| <input type="checkbox"/> 40 | 200 ft around source (for existing sources)                      |
| <input type="checkbox"/> 25 | Lands for future source development*                             |
| <input type="checkbox"/> 10 | Lands in existing source protection area (outside 200 ft radius) |

\*If land is to be purchased for future source development, land must be capable of meeting source siting requirements in Water Supply Rule, Appendix A, Part 3, § 3.3.1.2 – Source Isolation Zones

**Addressing deficiency** in existing source(s), quality, or quantity. Points are not additive.

| Points                      | Quality or Quantity Deficiency addressed    |
|-----------------------------|---|
| <input type="checkbox"/> 40 | Water quantity issues with existing sources |
| <input type="checkbox"/> 40 | Water quality issues with existing sources  |

- 20 pts** for a project that includes active collaboration with partners, e.g., non-profits, land trusts, conservation districts.
- 40 pts** for a project that includes benefits to other water systems; proposed land acquisition includes other public drinking water sources.
- 10 pts** for a project that will improve resilience of existing water system infrastructure documented to be vulnerable to adverse effects from floods.

Details explaining points claimed above (project description):

Estimate of purchase price and associated legal/admin costs: \$ \_\_\_\_\_

Basis of cost estimate (e.g., appraisal): \_\_\_\_\_

**C. Borrower Financial Records**

Borrower fiscal year:

Calendar (Jan – Dec)

State Fiscal (July – June)

Federal Fiscal (Oct – Sept)

Other:

Current water system debt (not including this loan):

Total: \_\_\_\_\_

Expected to pay off within 5 years: \_\_\_\_\_

Not expected to pay off within 5 years: \_\_\_\_\_

Annual Debt payments:

Current: \_\_\_\_\_

Anticipated in 5 years: \_\_\_\_\_

Other projects the water system anticipates in the next 5 years that may require a loan:

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**The Vermont Bond Bank may require additional information for financial capacity review and underwriting, and/or may use information from other pending DWSRF loan applications.**

## D. Required Attachments

Loan request shall include the following required attachments, to be submitted with the SPLP application:

- i. A draft purchase agreement is required for loan approval and must be submitted with loan application. The final agreement does not need to be submitted with loan application but is required for disbursement of funds.
- ii. Final attorney certificate of property is required for disbursement of funds, but is not needed at the time of loan application.: [Attorney Title Easement Certification Form](#)
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