

**Division of Environmental and Financial Assistance - Office of Financial Assistance  
WPCLF/WSRLA Nomination Form**

**12.0 Project Schedules for Planning, Design, Construction, and HSTS**

**PLANNING SCHEDULE**

- |   |                  |
|---|------------------|
| 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) | <u>3/2/2024</u>  |
| 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3)   | <u>4/16/2024</u> |
| 3. We request a Planning Loan by (indicate the 1 <sup>st</sup> of the Month in which Loan is requested)   | <u>5/1/2024</u>  |
| 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)  | <u>5/30/2024</u> |

**DESIGN SCHEDULE**

- |   |                  |
|---|------------------|
| 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4)   | <u>1/2/2024</u>  |
| <b>Note: For WSRLA design loan for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters formally through e-plan portal.</b>  |                  |
| 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) | <u>2/1/2024</u>  |
| 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4)   | <u>4/16/2024</u> |
| 4. We request a Design Loan by (1 <sup>st</sup> of Month in which Loan is Awarded)  | <u>5/1/2024</u>  |
| 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)  | <u>5/30/2024</u> |

**CONSTRUCTION SCHEDULE**


- |   |                   |
|---|-------------------|
| 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8)  | <u>10/13/2024</u> |
| <b>Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters formally through e-plan portal.</b>  |                   |
| 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8)  | <u>11/12/2024</u> |
| 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8)  | <u>10/3/2024</u>  |
| 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) | <u>12/2/2024</u>  |
| 4. Advertise for construction bids (no later than 60 days prior to #8)  | <u>3/2/2025</u>   |
| 5. Open construction bids (no later than 30 days prior to #8) <u>Be sure to allow for a minimum of 60 days to award contracts</u>   | <u>4/1/2025</u>   |
| 6. Submit bid information to DEFA (no later than 21 days prior to #8)   | <u>4/10/2025</u>  |
| 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8)  | <u>4/24/2025</u>  |
| 8. We request a Construction Loan by (1 <sup>st</sup> of Month in which Loan is Awarded)  | <u>5/1/2025</u>   |
| 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)  | <u>5/29/2025</u>  |

**HOUSEHOLD SEWAGE TREATMENT SYSTEM SCHEDULE**

- |  |                   |
|--|-------------------|
| 1. Submit a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA | <u>April 1st</u>  |
| 2. Submit a draft model construction contract document for Ohio EPA review   | <u>April 1st</u>  |
| 3. Submit a complete Loan Application  | <u>April 30th</u> |

**13.0 Preparer Information**

This Nomination was prepared by (Name & Title): Franklin Christman, Village Administrator

Signature: 


Date: 2/21/2024 Telephone Number: 740-983-7132

**14.0 Authorized Representative Approval**

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: Frankliin Christman

Title: Village Administrator

Signature:  Date: 2/21/2024

Nomination Form Date