

## Clean Water State Revolving Fund Program Loan Application Checklist

### CONSTRUCTION STAGE PROJECTS

Please use this checklist to confirm that all required forms and supplemental information have been included with the application and submit the checklist with your application.

Item	Included (check)	Previously submitted (date)	Not applicable (check)
<b>Part I - Applicant Information and Certification</b>			
1. Authority to File	<input checked="" type="checkbox"/>		
2. Certifying Authority to File	<input checked="" type="checkbox"/>		
3. Local Appropriation	<input checked="" type="checkbox"/>		
4. Fiscal Sustainability Plan Certification (or FSP Schedule)	<input checked="" type="checkbox"/>		
5. Cost and Effectiveness Certification (or C&E schedule)	<input checked="" type="checkbox"/>		
6. Useful Life Certificate	<input checked="" type="checkbox"/>		
<b>Part II - Project Section Information</b>			
1. Plans & Specifications	<input checked="" type="checkbox"/>		
<b>Part III - Supplemental Requirements</b>			
1. Land Title/Easements (Legal Opinion)	<input checked="" type="checkbox"/>		
2. IWRMP, CWMP or Project Evaluation Report	<input checked="" type="checkbox"/>		
3. Water Resources Certifications (310 CMR 44.07)	<input checked="" type="checkbox"/>		
4. Land Use Certification (310 CMR 44.07)	<input checked="" type="checkbox"/>		
5. Inter-municipal Agreements	<input checked="" type="checkbox"/>		<input type="checkbox"/>
6. User Charge System (310 CMR 44.12(2)(b))	<input checked="" type="checkbox"/>		
7. Sewer Use Ordinance (on file with MassDEP)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
8. Federal and/or State Wastewater Discharge Permits	<input checked="" type="checkbox"/>		<input type="checkbox"/>
9. Site Hearing	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<b>10. Construction Permits</b>			
a. US Army Corps of Engineers	<input type="checkbox"/>		<input checked="" type="checkbox"/>
b. MassDEP			
- Air Quality	<input type="checkbox"/>		<input checked="" type="checkbox"/>
- Sludge Disposal Approval	<input type="checkbox"/>		<input checked="" type="checkbox"/>
- Water Quality Certification	<input type="checkbox"/>		<input checked="" type="checkbox"/>
- Waterways	<input type="checkbox"/>		<input checked="" type="checkbox"/>
c. Local Conservation Commission (Order of Conditions)	<input type="checkbox"/>		<input checked="" type="checkbox"/>
d. MassDOT	<input type="checkbox"/>		<input checked="" type="checkbox"/>
e. MBTA/Railroad	<input type="checkbox"/>		<input checked="" type="checkbox"/>
f. Other State/Federal (Crosscutters Memorandum) Permits	<input type="checkbox"/>		<input checked="" type="checkbox"/>
g. DCR	<input type="checkbox"/>		<input checked="" type="checkbox"/>
11. Protection of Water Supplies	<input checked="" type="checkbox"/>		<input type="checkbox"/>
12. Coastal Zone Management Consistency Certificate	<input type="checkbox"/>		<input checked="" type="checkbox"/>
13. MEPA Compliance	<input checked="" type="checkbox"/>		
14. Flood Insurance Participation	<input type="checkbox"/>		<input checked="" type="checkbox"/>
15. Historic Preservation	<input checked="" type="checkbox"/>		

Item	Included (check)	Previously submitted (date)	Not applicable (check)
16. Legislation (if needed)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
<b>17. Professional Services Agreements</b>			
a. Required Model Sub-Agreement Clauses	<input checked="" type="checkbox"/>		<input type="checkbox"/>
b. Detailed Fee Breakdown	<input checked="" type="checkbox"/>		<input type="checkbox"/>
c. Subcontracts	<input checked="" type="checkbox"/>		<input type="checkbox"/>
d. Disadvantaged Business Enterprise	<input checked="" type="checkbox"/>		<input type="checkbox"/>
e. Chapter 233 - Statement on MA Taxes	<input checked="" type="checkbox"/>		<input type="checkbox"/>
18. Map of Project	<input checked="" type="checkbox"/>		
19. Basic Design Data	<input type="checkbox"/>		<input checked="" type="checkbox"/>
20. Provision for O & M Program	<input type="checkbox"/>		<input checked="" type="checkbox"/>
21. Displacement of Persons or Businesses	<input checked="" type="checkbox"/>		<input type="checkbox"/>
22. Plan of Operation	<input type="checkbox"/>		<input checked="" type="checkbox"/>
23. Start-up Services	<input type="checkbox"/>		<input checked="" type="checkbox"/>
24. Post-Construction Services	<input type="checkbox"/>		<input checked="" type="checkbox"/>
<b>Part IV – 0% Interest Rate Financing for Certain Nutrient Removal Projects (if applicable)</b>			
1. MassDEP CWMP Approval Letter or MEPA Certificate	<input type="checkbox"/>		<input type="checkbox"/>
2. Project Narrative with Cost Breakdown	<input type="checkbox"/>		<input type="checkbox"/>
3. Flow Neutral Land Controls	<input type="checkbox"/>		<input type="checkbox"/>
4. Consistency with Regional Water Resources Plan	<input type="checkbox"/>		<input type="checkbox"/>
5. Certification of no Nutrient Related Enforcement Orders	<input type="checkbox"/>		<input type="checkbox"/>