

Application Process for a Clean Water State Revolving Fund Loan



State of Oregon
Department of
Environmental
Quality

Water Quality Division
Clean Water State
Revolving Fund
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Background

DEQ's Clean Water State Revolving Fund loan program provides approximately \$50 million annually to fund water quality improvement projects for wastewater treatment and nonpoint source pollution control.

The program strives to promote environmental sustainability and protect the state's water resources by providing financial and technical assistance to eligible recipients for implementation of a variety of water quality improvement projects. Besides financial savings for projects, loan recipients can realize significant environmental benefits, including protection of public health and local watersheds.

How to apply for a loan

Step 1: *Contact your regional project officer or regional technical assistance engineer (listed on page 2).*

Throughout the loan application process an applicant must provide accurate and complete information and documentation to DEQ. Your regional project officer or technical assistance engineer can discuss this process with you and guide you through the application requirements.

Step 2: *Determine if your project is eligible for funding and what type of DEQ application you need to complete for your project.*

Point Source - Funding for design and construction of publicly owned wastewater treatment facilities; building or rehabilitation of sewer collection systems; urban wet weather flow control activities, including stormwater, sanitary and combined sewer control measures. This application also includes the opportunity of using the **Sponsorship Option**, which allows a public agency to fund both a traditional sewer project and a water resource activity as a combined project with minimal impact on sewer ratepayers.

Nonpoint Source - Funding for projects that include animal waste management; agricultural conservation; protection or restoration of riparian (streamside) habitat; establishing conservation easements; acquiring riparian lands or wetlands and other nonpoint source activities.

Planning - Funding of data collection and measurement, evaluation, analysis, security evaluations, report preparation, environmental review and any other activity leading to a written document.

Local Community - Encourages public agencies (often rural counties, soil and water conservation districts or irrigation districts) to use CWSRF financing to establish their own local loan program that addresses a local water quality issue occurring within their jurisdiction.

Step 3: *Determine whether your project qualifies for the Green Project Reserve.*

The **Green Project Reserve** is an amount of program funds set aside for financing green infrastructure, water efficiency improvements, energy efficiency improvements or environmentally innovative activities. Depending on the project type, a business case may be required to determine if the project qualifies.

Step 4: *Consider other funding options for your project.*

DEQ coordinates with other state and federal agencies that may be able to also provide funding opportunities. A "one-stop" meeting can be arranged through your regional project officer so you can best determine how to approach funding opportunities.

Step 5: *Submit your application, and any completed exhibits or requirements.*

Your application and completed exhibits or requirements must be submitted to your regional project officer and received in the appropriate DEQ office by the deadlines listed on the CWSRF website. DEQ considers an application to be complete when an applicant has submitted all required exhibits and documents as described in checklists provided on the **Applications** page of the CWSRF website.

Step 6: *Environmental Review Process*

DEQ determines the environmental review process your project will undergo based on a review of compliance with applicable state and federal laws. There are three possible review

tracks your project may follow -- outlined below. Full details on the process are in the [Applicant Guide to the State Environmental Review Process](#) on the CWSRF website.

Categorical Exclusion: DEQ evaluates the application and other initial project information to determine whether the project qualifies for exclusion from further environmental analysis. This decision and the bases for the decision will be documented and a notice published that the project qualifies for a CE.

Environmental Assessment: If DEQ determines the project does not qualify for a CE, the applicant will be required to submit further analysis, including an environmental assessment. It takes six steps to complete this assessment (see page 17, [Applicant Guide to the SERP](#)). Based on the assessment review, DEQ will determine whether an Environmental Impact Statement is needed to resolve any environmental questions. If DEQ concludes that an EIS is not necessary, a proposed Finding of No Significant Impact will be published for public review. After the public review period ends, DEQ will issue the final Finding of No Significant Impact.

Environmental Impact Statement: DEQ's decision to require an EIS will be based on the environmental assessment or other information which demonstrates that significant impacts will occur that will not be reduced or eliminated by changes to or mitigation of the proposed action. DEQ might also determine that an EIS is needed based on information prepared by the applicant or based on issues raised by the public or agencies with expertise. Upon receipt of a satisfactory final Environmental Impact Statement, DEQ will issue a Record of Decision.

What does DEQ do with an application? DEQ's Clean Water State Revolving Fund staff reviews an application to determine if a proposed project meets general eligibility criteria listed in [OAR 340-054-0025\(4\)](#). Program staff then evaluates eligible applications based on project ranking criteria outlined in OAR 340-054-0025(4)(a) and assign a numeric score to each application. This score determines how a project ranks with other eligible projects.

After scoring and ranking, DEQ lists projects in an Intended Use Plan according to rank. The applicant must complete any remaining exhibits and requirements for the application to be considered as complete. Applications considered complete are placed on the "Applicants Ready to Proceed" list in the Intended Use Plan. Projects

must be listed in the plan as "ready to proceed" in order to receive funding.

For more information

For specific information on applying for a loan, discerning types of loans available, understanding allocation procedures or knowing how to get on the Clean Water State Revolving Fund mailing list, please contact the appropriate DEQ regional office:

Western Region:

Project Officers

Jaime Isaza, Eugene
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Eastern Region:

Project Officer

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Northwest Region:

Project Officer

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Alternative formats

Alternative formats (Braille, large type) of this document can be made available. Contact DEQ's Office of Communications and Outreach, Portland, at 503-229-5696, or call toll-free in Oregon at 1-800-452-4011, ext. 5696.