



STATE OF DELAWARE
DRINKING WATER STATE REVOLVING FUND
Source Water Protection Loan Fund
LAND ACQUISITION AND CONSERVATION EASEMENTS

APPLICATION CHECKLIST

ALL APPLICANTS MUST INCLUDE THE FOLLOWING:

Two copies of the loan application form;
The original and two (2) copies of the site appraisal;
A Contract of Sale/ or Conservation Easement Agreement signed by the applicant and the site owner(s);
A completed Seller's Disclosure Form provided in the loan application package and;
Two maps indicating the proposed site's proximity with respect to the delineated source water protection area

THE FOLLOWING ITEMS ARE DEPENDENT UPON THE TYPE OF WATER SYSTEM YOU ARE APPLYING UNDER

- I. **Publicly owned** (municipal) drinking water providers must include **two copies** of each of the following
 - Audited financial statements for the three most recent fiscal years;
 - Current year budget;
 - Town Charter;
 - Most recent bond rating, if available;
 - Current and proposed user rates

- II. **Corporate or privately owned systems** shall provide **two copies** of each of the following with the application package:
 - Most recent three years audited financial statements;
 - Current year unaudited financial statements;
 - Articles of Incorporation;
 - State of Delaware business license;
 - Listing of corporate officers

In addition, **sole proprietorship and Chapter S corporations** must include signed IRS and State of Delaware tax filings for the last three years

Evidence of the Internal Revenue Service tax exempt status of a nonprofit noncommunity entity must be included with the organizations application



**DELAWARE HEALTH AND
SOCIAL SERVICES**

Division of Public Health

Office of Drinking Water

STATE OF DELAWARE
DRINKING WATER STATE REVOLVING FUND
SOURCE WATER PROTECTION FUND
APPLICATION

Delaware Health and Social Services
Division of Public Health
Office of Drinking Water
655 Bay Road, Suite 203
Dover, DE 19901
Phone (302) 741-8585 · Fax (302) 741-8631

Type of Loan Applying for (check one): Land Acquisition Conservation Easement

Section I- Applicant Information (please print or type)

Applicant's Name and Address:

Phone # _____ Fax # _____

Primary Contact Person (Authorized Official):

Name: _____

Address: _____

Phone # _____ Fax # _____

Project Contact:

Name: _____ Phone # _____

Name and Location of Public Water System (site):

Type of Public Water System (check one)

Public-owned community Investor-owned community

Privately-owned community Nonprofit noncommunity

Other: please explain: _____

Section II- System Information

Source Type (check one):

- Surface Water
- Ground Water, Unconfined Aquifer
- Ground Water, Confined Aquifer
- Ground Water, Mixed Sources
- Ground Water, Under Direct Influence of Surface Water

Site Size (Ratio of acreage to Source Water Protection Area Acreage):

- _____ Greater than 50%
- _____ 30% to 49%
- _____ 20% to 29%
- _____ 10% to 19%
- _____ 5% to 9%
- _____ Less than 5%

Site Information

Name of current owner: _____

Tax Parcel Number: _____

Is the property located in the 100-year floodplain? Y N

Percentage of Impermeable Surface on the property: % _____

Approximate distance(s) and direction(s) to nearest stream(s):

Briefly explain how the land acquisitions/easement will directly promote public health protection and/or compliance with national drinking water regulations.

Section III- Funding Information

Appraised Value of Site: \$ _____

Name of Person who performed the appraisal: _____

Date of the submitted appraisal: _____

DWSRF Loan Assistance Required: _____

Site Acquisitions Cost, only _____

Site Acquisitions Cost and Closing Cost _____

Type of Security Applicant anticipates providing to secure the Loan:

Pledge of Revenue of the Water System _____

Pledge of Revenue of Water & Sewer System _____

General Obligation Bond _____

Senior Debt Obligation _____

Mortgage/Lien on the serviced property _____

Other: _____

Service Area Connections: _____

Metered connections: _____

Unmetered connections: _____

Total connections: _____

Current User Rates	(Monthly)	Last Adjusted (Year)	Previous Rate
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Metered connections:	_____	_____	_____
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Service connections:	_____	_____	_____
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Submit the rate schedule, if applicable

Describe Rate setting procedures for the system:

Service Area Population: _____

Median Household Income of Service Area: _____

Data Source and date of MHI: _____

Applicant's Certification:

I certify the information that is contained in this application and on any attachments to this application is true and correct to the best of my knowledge. I certify that I am legally authorized to sign, date and submit this information on behalf of the applicant. The undersigned also agrees to clarify or supplement information pertaining to this application upon request.

Name and Title: _____

Address: _____

Signature: _____ Date: _____

Appendix I

Land Owner Site Disclosure

Circle the best answer (Y = Yes, N = No, U = Uncertain)

1. Has this property, at any time in the last 15 years, been declared a Superfund site by EPA or has it been investigated through the DNREC Site Investigations and Remediation Branch? Y N U

2. Is there an Underground Storage Tank or a Leaking Underground Storage Tank located on the property? Y N U

If so, please provide the following:

Regulated Facility? Y N

Facility Name: _____ Facility ID No.: _____

3. Is there a landfill or dumpsite on the property? Y N U

4. Is there a National Pollutant Discharge Elimination System (NPDES) permit associated with this property? Y N U

If yes, please provide NPDES Permit # _____

5. Are there any tire piles located on this property? Y N U

6. Has this property ever been used as a Hazardous Waste Generator or a Transportation, Storage, or Disposal (TSD) Facility? Y N U

If yes, please provide the Facility Permit Number (if applicable): _____

7. Is this property, or has this property been, listed in the Delaware Toxic Release Inventory? Y N U

8. Is this property, or has this property ever been a salvage yard? Y N U

If yes, please provide the DNREC Stormwater permit Number: _____

9. Is this property, or has this property ever been a pesticide loading, mixing, and storage facility? Y N U

10. Is there, or has there been, a domestic septic system on the property?
Y N U

If yes, please provide the septic permit # (if applicable): _____

11. Is there, or has there been, a large (greater than 2500 gallons daily) on-site septic system associated with this property?
Y N U

If yes, please provide the septic permit Number (if applicable): _____

12. Is there, or has there ever been, a waste water spray irrigation facility associated with this property?
Y N U

If yes, please provide the Facility Permit Number (if applicable): _____

13. Is there, or has there ever been any land application of waste sludge associated with this property?
Y N U

If yes, please provide the name of the Waste Hauler(s): _____

14. Is there, or has there ever been, a confined animal feed operation associated with the property?
Y N U

If yes, does this property have a Nutrient Management Plan?

15. Is there, or has there been, a combined sewer overflow associated with the property?
Y N U

16. Are there any existing or known dredge spoils on the property?
Y N U

17. Is the property associated with a golf course?
Y N U

18. Are there any other potential sources of contamination located on the property?
Y N U

If yes, please provide more detail:

Source Water Protection Loan Fund

II. Permitted/ Non-Permitted Uses

The borrower is prohibited from the following activities on the acquired land or easement:

- New Commercial and Industrial Activity
- Storage of chemicals
- Extractive use/ mining for soil, sand & gravel, rock, or other materials
- Application of fertilizers or pesticides
- Application, disposal, or dumping discharge of wastes, manure, refuse, rubble, or wastewater
- Alteration of any designated or delineated wetlands
- Livestock grazing or raising of livestock or poultry in confined areas
- Hiking, biking, or equestrian activities in areas where the slope of the land exceeds 15%
- Clear cutting of woodlands
- Road construction or paving
- Motorized vehicle use of any kind, except for emergencies, or repairs to the source structure, or protecting the supply
- Building of facilities or other structures on the property after the signing of the agreement, unless approved by the Water Supply Section of the Delaware Department of Natural Resources and Environmental Control (DNREC).
- Any activity, as deemed by DNREC that will endanger the safety of the water supply source.

The following activities and uses are permitted by DNREC on all easements and/or acquired lands:

- Planting of trees or vegetation, except as prohibited
- Public education activities (ie. Guided tours, workshops, etc.)
- Improvement, repairs, or replacement of existing water system infrastructure such as surface water intakes, pipelines, manholes, valves, pump stations, etc. All work must be done with approved plans and specifications, and approved by DNREC before starting
- Installation of fences and/ or barricades around water supply sources for protection
- Maintenance of existing trails, fire roads, or forestry roads
- Creation of open space, which may include low impact recreational activities, biking, or hiking in areas where these activities are not prohibited by steep slopes

APPRAISER LIST

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