

# E-Bulletin Newsletter



To provide affordable financial assistance to communities within Wisconsin for water infrastructure projects that protect and improve public health and water quality for current and future generations.



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## SFY 2024 PF Data Available

The [Principal Forgiveness data used for SFY 2024 projects](#) is now available on our [Data Sources page](#).

Starting in State Fiscal Year 2024, we will use the most recent data available at the start of the state fiscal year to calculate principal forgiveness (PF) scores as outlined in our [Intended Use Plans](#).

All data, except for the county unemployment rate, is already available for SFY 2024 and will not change from now until the start of the state fiscal year. The county unemployment rate data will be pulled at the start of the state fiscal year on 07/01/2023.

## Market Rate Unchanged

There is no change in the market rate for financial assistance agreements approved by a municipality's governing body on or after April 1, 2023. The market rate for loans that have a final maturity of:

- 20 years or less will remain at 3.900%
- 21-30 years will remain at 4.100%

Learn about [market and interest rates](#) for the Clean Water Fund and Safe Drinking Water Loan Programs.

**Upcoming Deadlines**

**March 6**  
SFY 2024 CWFP Project Priority List (PPL) published.


- Priority score objections deadline within 30 days of SFY 24 CWFP PPL being published.

**Early Spring**  
SFY 2024 SDWLP Project Priority List (PPL) published.

**April 30**  
Last recommended date for opening bids on SFY 2023 CWFP & SDWLP projects.

**New SDWLP Phone Number**

Noah Balgooyen, Safe Drinking Water Loan Program Coordinator, has new cellphone:  
**608-720-0802**



Loan Interest Rate Determination	% of Market Rate	≤ 20 Year Term	21-30 Year Term
<b>CWFP &amp; SDWLP</b> – For eligible projects of municipalities not meeting the below financial need criteria.	55%	2.145%	2.255%
<b>CWFP &amp; SDWLP</b> – For eligible projects of disadvantaged municipalities meeting the following financial need criteria: < 10,000 population; and ≤ 80% of Wisconsin *MHI.	33%	1.287%	1.353%
<b>CWFP</b> – For eligible projects of extremely disadvantaged municipalities meeting the following financial need criteria: < 1,000 population; and ≤ 65% of Wisconsin *MHI.	0%	0%	0%
<b>CWFP</b> – For the portion of eligible projects for receiving and storing septage and capacity for treating septage, and non-traditional pilot projects, e.g., water quality trading.	0%	0%	0%
<b>MARKET RATE</b>	<i>*MHI = Median Household Income</i>	3.900%	4.100%

DNR, Environmental Loans Section—CF/2, 101 S. Webster Street, PO Box 7921, Madison, WI 53707-7921  
[dnr.wi.gov/aid/eif.html](http://dnr.wi.gov/aid/eif.html) | CWFP phone: 608-358-3330 | SDWLP phone: 608-720-0802 | [staff directory webpage](#)



Program implementation details are outlined in chs. [NR 162](#) and [NR 166](#), Wis. Adm. Code. [Legal notice](#): This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in federal regulations or state statutes or administrative rules are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing federal regulations and state statutes and administrative rules to the relevant facts. The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240. This publication is available in alternative format upon request, call 608-267-9481 for more information.

## Online System Links Reminder

As of February 1, 2023, the [online systems](#) have new URLs (web addresses). Please begin using the new URLs (uniform resource locators) and update your bookmarks.

**On April 30, 2023, the outdated URLs will stop redirecting to the new URLs. We plan to stop sending the auto-redirect message at this time.**

### Access links

- Online loan **ITA/PERF** system – Continue to access it via the [DNR Switchboard](#)

- Online loan **application** system – Bookmark the new URL, <https://dnrx.wisconsin.gov/loanappext/>

### Help

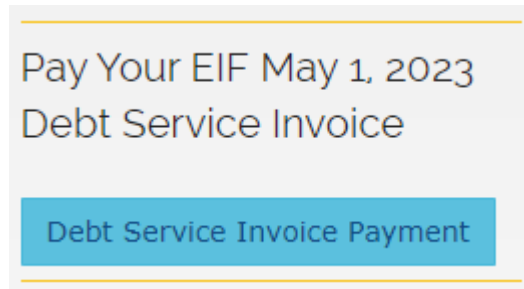
Let our database manager, Suzy, know if you come across any issues or errors. When reporting an error, provide the steps you took and a screenshot of the error.

Suzy Hasheider  
Environmental Loans Database Manager  
608-438-3055  
[Suzan.Hasheider@wisconsin.gov](mailto:Suzan.Hasheider@wisconsin.gov)

## eBill Now Available

The [eBill portal](#) is now available to use. It is the new electronic payment option for Environmental Improvement Fund (EIF) loan payments. The Wisconsin DOA has created a five-minute video to help you with the process, see [EIF Online Payment Tutorial](#). The access link to eBill is on the Capital Finance website, the [EIF Web Reports](#), and the debt service invoice. Please direct eBill portal questions to Andrea Ceron at 608-267-0374 or [Andrea.Ceron@wisconsin.gov](mailto:Andrea.Ceron@wisconsin.gov).

On the [Capital Finance website](#), look for the following:



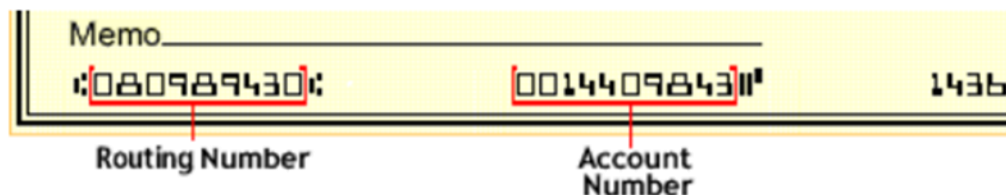
## Changes to Banking Information

Your bank is identified with a unique routing number. The account number is your unique identifier at that bank. The routing and account numbers are needed to process financial transactions, such as direct deposits, automatic payments, and wire transfers.

If your bank is acquired by another financial institution or you initiate a change in banks, the routing and account numbers may possibly change. If that happens, contact the Department of Administration (DOA) at [doaeif@wisconsin.gov](mailto:doaeif@wisconsin.gov) or 608-266-0739.

### How do I find my new routing and account numbers?

You will be able to find the new routing and account numbers together in several places, including your new online banking account, bank statements, and paper checks. At the left-hand bottom of each check, you will see the routing number followed by the account number. You can also call your new bank and ask for the numbers over the phone.



### Intermediary banks

In addition, you will want to verify whether your new bank utilizes an intermediary bank. Banks that are not members of the Federal Reserve System cannot receive wire transfers directly. An intermediary bank acts on behalf of the recipient bank to process incoming wire transfers. In Wisconsin, Bankers Bank of Madison, in most cases, is one such institute that serves as an intermediary bank.

The Environmental Improvement Fund works to ensure [loan closings](#) and [loan disbursements](#) happen seamlessly, and DOA needs to be notified if your bank information changes.

Note: Municipal bank account information is now handled exclusively by the Department of Administration (DOA). As a safety measure, the bank account component of the disbursement request form was removed, read "[Updated Request for Disbursement Forms](#)" on page 4 of E-Bulletin Volume 12, Issue 02.

## Plan Review Reminders for SFY 2024 CWFPP Projects

Any project seeking Clean Water Fund Program (CWFPP) financial assistance must be submitted to DNR for plan review and approval, regardless of a “reviewable” or “maintenance” project classification. For example, an abbreviated form of a facility plan, or engineering report, is required even for sanitary sewer replacement or rehabilitation projects, if seeking CWFPP funding.

Determine and follow facility plan and plan & specification (P&S) submittal requirements from the DNR Bureau of Water Quality:

- [Wastewater Plan Review](#)
- [Municipal Wastewater Facility Planning](#)

The department routinely updates forms, so be sure to check the website regularly for the most up to date information.

### Wastewater plan reviewers

We encourage you to reach out to the [DNR wastewater plan reviewers](#) early on with questions and concerns. Staff can give you technical comments that might expedite approval and help you determine an appropriate submittal timeline.

### Review times

The plan review time period begins on the date the DNR receives the complete final plans and specifications. The DNR has **up to 90 days** (about 65 business days) to examine and take action to approve, approve conditionally, or reject the plans. The 90-day review period may be **extended up to 6 months** as provided in s. 281.41, Wis. Stats.

For details on the review time period, see the “Overview” tab on the [Wastewater Plan Review page](#). The average review times for wastewater plans and specifications are:

- Sanitary sewer extensions/modifications: 14-90 days (including lift stations)
- All other reviewable projects: 30-90 days

### CWFPP application deadline

The State Fiscal Year 2024 CWFPP Principal Forgiveness application deadline is **September 30, 2023**.

The [CWFPP Application Process & Contents \(PUB-CF-044\)](#) publication lists the required documents needed for a complete application, including:

- Evidence of an *approved* facility plan.
- Construction plans and specifications submitted to the DNR in accordance with chs. NR 108 and NR 110, Wis. Adm. Code, that are approvable under ch. 281,

Wis. Stats., and include all information pertinent to the design of the system including engineering reports, general plans, construction details, specifications, and checklists.

### Submit facility plan six months before the application

Your municipality’s facility plan must be *approved* by DNR before you can submit the CWFPP application, otherwise the application will be incomplete. We recommend you submit the required copies of the facility plan to the DNR Bureau of Water Quality **at least 6 months before** the September 30 application deadline to provide enough lead time for DNR to complete the review and ensure your municipality receives the facility plan approval letter by the application deadline.

### Submit P&S by the deadline

For your municipality’s CWFPP application to be complete, you must submit the final plans & specifications to the DNR by the September 30 application deadline. Final P&S indicate the documents are complete, approvable, and biddable for **all** parts of the project for which CWFPP funds are being requested.

You must submit the required copies of the final P&S to the DNR Bureau of Water Quality for review (postmarked by the application deadline) and upload an additional electronic copy of the final P&S with the CWFPP application. The final P&S may be submitted to the DNR for review prior to or concurrent with the submission of the CWFPP application by its September 30 deadline.

### Submit P&S early on

We encourage you to submit the final plans & specifications **well in advance** of the application deadline to allow ample time for DNR review. The DNR generally reviews first in, so first out. The review times for projects submitted near the deadline are expected to be longer than typical due to the volume of projects received.

### CWFPP Coordinator

Direct CWFPP questions to Lisa Bushby at 608-358-3330 or [Lisa.Bushby@wisconsin.gov](mailto:Lisa.Bushby@wisconsin.gov).

