**IMPORTANT NOTE:**
DEQ must review and approve this completed checklist of requirements before signing a loan agreement and providing CWSRF funds.

Some of these items may take significant lead-time to develop and may require out-of-pocket expense to prepare. Prospective CWSRF applicants should review this checklist in conjunction with making the decision to apply for CWSRF funding. Applicants should discuss any questions about the required content of these items with their [DEQ CWSRF Project Officer](mailto:DEQ_CWSRF_Project_Officer) at the earliest opportunity.

- **Exhibit A: Project planning documentation**
  An applicant must submit an engineered, project-planning document approved by DEQ. The level of detail of this planning document is dependent on the complexity and nature of the proposed project. If a planning document has not yet been prepared and approved, please contact your CWSRF Project Officer to discuss the plan’s appropriate scope and content.

- **Exhibit B: Environmental review document**
  Nonpoint source projects do not require an environmental determination. However, applicants may have to complete the applicable federal cross-cutting authorities.

  For additional information on DEQ’s state environmental review process, talk with a regional CWSRF Project Officer and review the Applicant Guide to the State Environmental Review Process at [http://www.deq.state.or.us/wq/loans/docs/SERPAplicantGuide.pdf](http://www.deq.state.or.us/wq/loans/docs/SERPAplicantGuide.pdf)

- **Exhibit C: Fiscal Sustainability Plan Certification**
  An applicant with a publicly owned treatment works project (for example, stormwater infrastructure) for repair, replacement or expansion must certify that the applicant has developed and is implementing, or will develop and implement, a fiscal sustainability plan that includes:

  I. An inventory of critical assets that are a part of the treatment works;
  II. An evaluation of the condition and performance of inventoried assets or asset groupings;
  III. A certification that the recipient has evaluated and will be implementing water and energy conservation efforts as part of the plan; and
  IV. A plan for maintaining, repairing, and, as necessary, replacing the treatment works and a plan for funding such activities.

  Submit a signed [certification document](http://www.deq.state.or.us/wq/loans/docs/SERPAplicantGuide.pdf)

  An applicant with a publicly owned treatment works project for repair, replacement or expansion that has not developed, and is not implementing a fiscal sustainability plan prior to loan award is required to develop the plan and submit such certification before project completion as specified by the loan agreement. In this case, the recipient may take a phased approached by developing an initial plan that covers the CWSRF-funded project and closely associated components.
Exhibit D: Land Use Compatibility Statement, if required.
Submit a completed Land Use Compatibility Statement for the proposed project with signatures by the local land-use planning authorities. This document is available at http://www.deq.state.or.us/pubs/permithandbook/lucs.htm

Exhibit E: Inter-agency agreements
If the project will serve two or more jurisdictions, submit copies of the inter-agency agreements, contracts or other legally binding instruments necessary for the financing, building and operation of the joint project.

Exhibit F: Green project reserve business case
If the applicant seeks to have the proposed project qualify for green project reserve funding, but the project is not categorically eligible, submit a business case to DEQ to qualify it for GPR funding. For additional information, discuss this requirement with your DEQ Project Officer and review the green project reserve guidance at http://www.deq.state.or.us/wq/loans/docs/EligibleGreenProjects.pdf