

MUNICIPAL LETTERHEAD

Date

Robin Schmidt, Chief
Environmental Loans Section
Bureau of Community Financial Assistance – CF/2
Wisconsin Department of Natural Resources
PO Box 7921
Madison, WI 53707-7921

SUBJECT: Request for Variance from Intent to Apply (ITA) and Priority Evaluation and Ranking Formula (PERF) Submittal Deadline for the Safe Drinking Water Loan Program (SDWLP)

Dear Ms. Schmidt:

The **[Name of Municipality]** requests a variance from s. NR 166.08(1) and NR 166.24(1), Wis. Adm. Code relating to the SDWLP October 31 deadline for submitting ITA and PERF information. Section 281.61(3)(c), Wis. Stats., and s. NR 166.21, Wis. Adm. Code allow the Department of Natural Resources (DNR) to approve a variance from the ITA and PERF requirement when it determines that special circumstances make a variance in the best interest of the state.

The **[Name of Municipality]** is interested in submitting a SDWLP application to replace lead service lines on private property for State Fiscal Year (SFY) 2017 funding. The ITA and PERF deadline for SFY 2017 SDWLP funding was October 31, 2015. Since the DNR initiated the SDWLP funding option for lead service line replacement on private property in April 2016, we are requesting that DNR consider this an unforeseen circumstance and that replacing lead service lines is in the best interest of the state.

We understand that if this variance request is approved, we will be provided with additional instructions for submitting an ITA and PERF prior to the June 30th application deadline for SFY 2017 funding.

Sincerely,

[Name of Municipal Official]
[Title of Municipal Official]