

# Next Steps for Storm Water Applicants of the Clean Water Fund Program

Refer to the [CWFP SFY 2024 Project Priority List \(PPL\)](#) to find your project's priority (PERF) score. Direct any questions about the application process to the CWFP Coordinator.

## Deadline

For State Fiscal Year (SFY) 2024 funding, you must submit your CWFP Financial Assistance Application with all [required documentation](#) through the [online system](#):

- If requesting [principal forgiveness \(PF\)](#), applicants must submit the complete CWFP application by **September 30, 2023**.
- If not requesting PF, complete CWFP applications may be submitted any time during the SFY, beginning on July 1, 2023.

## Plan reviews by DNR Bureau of Watershed Management

### Storm Water Facilities Plans

An *approved* facilities plan is a requirement of the application. Any project seeking CWFP funds must be submitted to DNR for plan review and approval. The facility plan should include a cost-effectiveness analysis and address the need or purpose of the project.

- Submit required copies of the facilities plan to the DNR regional storm water engineer or to the DNR central office storm water engineer (Amy Minser) for approval, prior to submittal of construction plans and specifications. **Provide enough lead time** (preferably six months) *before* the September 30 application deadline for the DNR to complete the facilities plan review.
- Include a [parallel cost estimate](#).

**Plans and Specifications Submittal:** Follow requirements as explained in DNR's [Storm Water Technical Standards, Models, and Best Management Practices](#).

- Plans and specifications must be submitted in an approvable state, prior to or concurrent with the application submittal. Applicants should email plans & specs to the DNR regional storm water engineer or to the DNR central office storm water engineer *and* upload electronic copies of the plans & specs with the application.

## Accomplish *as soon as possible*:

- Pass a [Reimbursement Resolution](#).
- Adopt a resolution prior to loan closing for required rate increases (if applicable) - [User Charge Systems & Storm Water Ordinances](#). If a user charge rate increase is required for the project, it must be in effect prior to the loan closing.
- Confirm municipality's Unique Entity ID from SAM.gov. New entity registration may take over a week.
  - The UEI (SAM) replaced the DUNS Number on April 4, 2022, see [sam.gov/content/duns-uei](https://sam.gov/content/duns-uei).

## Accomplish in the near future:

- Obtain your municipal attorney's legal statement or opinion on [land ownership and easement rights](#).
- Notify your municipal bond counsel of the anticipated loan closing.
- Prepare an [equipment replacement fund](#) schedule.

## Federal requirements

Applicants must comply with:

- [Cost and Effectiveness Certification](#) – required for all projects at the time of application submittal.
- [Davis-Bacon and Related Acts \(DBRA\)](#)
- [Disadvantaged Business Enterprises \(DBEs\)](#)
- Environmental Review
- [American Iron and Steel](#)
- [Build America, Buy America \(BABA\)](#) – required only for projects designated as [federal equivalency](#).
- [Bipartisan Infrastructure Law Signage](#) – required for projects receiving PF and those designated as federal equivalency.

If you have any questions about the application process, contact Lisa Bushby, Clean Water Fund Program Coordinator, at 608-358-3330 or [Lisa.Bushby@Wisconsin.gov](mailto:Lisa.Bushby@Wisconsin.gov), or Sarah Bolitho, CWFP Storm Water Specialist at 608-960-2927 or [Sarah.Bolitho@Wisconsin.gov](mailto:Sarah.Bolitho@Wisconsin.gov).

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