

# Requests for Disbursement 2023

Learn about the Environmental Loans programs and find guidance at [dnr.wi.gov/aid/eif.html](http://dnr.wi.gov/aid/eif.html)

2023 Schedule	
Form 8700-215 Due at DNR	Date of Disbursement
December 30, 2022	January 11
January 13	January 25
January 27	February 8
February 10	February 22
February 24	March 8
March 10	March 22
March 31	April 12
April 14	April 26
April 28	May 10
May 12	May 24
June 2	June 14
June 16	June 28
June 30	July 12
July 12*	July 26
July 28	August 9
August 11	August 23
September 1	September 13
September 15	September 27
September 29	October 11
October 13	October 25
October 27	November 8
November 10	November 22
December 1	December 13
December 15	<b>December 27</b>

## Payment Requests

For a municipality to receive a payment from the Environmental Loans program, it must submit a complete Request for Disbursement (Form 8700-215), [dnr.wi.gov/files/PDF/forms/8700/8700-215.pdf](http://dnr.wi.gov/files/PDF/forms/8700/8700-215.pdf).

Form 8700-215 is due at DNR two (2) Fridays before the date of disbursement. Loan disbursements are wired to municipalities on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month; adjustments may be made for holidays.

**Learn about requests for disbursement at** [dnr.wi.gov/aid/documents/eif/guide/pay.html](http://dnr.wi.gov/aid/documents/eif/guide/pay.html)

The same requirements apply regardless of the submittal method. Invoices and supporting documentation for eligible costs are required before our specialists can approve the payment.

## Wet Signatures Only

We do not accept stamped or electronic signatures as certification on the disbursement form. For email submittals, we suggest you sign the paper form, scan it to a computer, save it as a PDF, then email the completed submittal.

## Email

Email complete disbursement requests as PDFs to: [dnrcfelldisbursements@wisconsin.gov](mailto:dnrcfelldisbursements@wisconsin.gov).

- For each email, the maximum file size limit is 10MB.
- This account is only for disbursement requests.

## Mail

Mail complete disbursement requests to:  
 DEPARTMENT OF NATURAL RESOURCES  
 ENVIRONMENTAL LOANS—CF/2  
 101 SOUTH WEBSTER STREET  
 PO BOX 7921  
 MADISON WI 53707-7921

## Fax

Fax complete disbursement requests to 608-267-0496.

- Our fax machine is shared and has limited capacity.
- Limit each fax to 25 pages or less.

\*The original July 14 deadline for requests is being modified because of an internal scheduling conflict.

Note: On December 27 disbursements will occur. **No loan closings will occur on December 27.**

DNR, Environmental Loans Section—CF/2, 101 S. Webster Street, PO Box 7921, Madison, WI 53707-7921  
 PUB-CF-061 06/2023 Wisconsin DNR Environmental Loans Section CWF 608-358-3330 SDWLP 608-720-0802

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 offered in other formats upon request, call 608-267-7490.



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■ **Requests for Disbursement (Form 8700-215) are due at DNR two Fridays before the date of disbursement.**

■ Loan disbursements are wired to municipalities on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month; adjustments may be made for holidays.

JANUARY 2023							FEBRUARY 2023							MARCH 2023							APRIL 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	5	6	7	8	9	10	11	5	6	7	8	9	10	11	2	3	4	5	6	7	8
8	9	10	11	12	13	14	12	13	14	15	16	17	18	12	13	14	15	16	17	18	9	10	11	12	13	14	15
15	16	17	18	19	20	21	19	20	21	22	23	24	25	19	20	21	22	23	24	25	16	17	18	19	20	21	11
22	23	24	25	26	27	28	26	27	28					26	27	28	29	30	31		23	24	25	26	27	28	29
29	30	31																			30						

  

MAY 2023							JUNE 2023							JULY 2023							AUGUST 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3							1			1	2	3	4	5
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12*	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31		
														30	31												

  

SEPTEMBER 2023							OCTOBER 2023							NOVEMBER 2023							DECEMBER 2023						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7				1	2	3	4						1	2
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
																					31						

\*On July 12 disbursements will occur. Submit Form 8700-215 by close of business on July 12 to receive a disbursement of loan funds on July 26.

**Note: On December 27 disbursements will occur. No loan closings will occur on December 27.**



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