**WATER AND WASTE DISPOSAL PROGRAM**

**RD APPLY ADDENDUM**

**Capacity** Describe the following capacities of the system:

(a) Technical **-** system and components are properly sized, in compliance, and reliable;

(b) Managerial - demonstrated awareness of state and federal regulations, programs, and rules - clear ownership of the system - prepared for emergencies; and

(c) Financial - rates and charges adequate - appropriate financial books and records of auditing - adequate cash flow - recognize service life of system components.

**Bond Authorization (public body applicants only)** If bond authorization has been obtained for the proposed project, please attach a copy of the warning, article, and certified results of the bond vote. If authorization has not yet been obtained, describe the planned timeframe to be pursued.

**Private Non-Profit Applicants** A copy of the entity’s articles of incorporation, bylaws, and meeting minutes should be attached certifying there was a proper vote consistent with the entity’s organizational documents. Additionally, a copy of the Secretary of State’s Certificate of Good Standing should be attached.

**Public Information Meeting** All applicants must hold at least one public information meeting. The public meeting must be held within 60 days of filing an application and not later than loan/grant approval. The meeting must give the citizenry an opportunity to become acquainted with the proposed project and to comment on such items as economic and environmental impacts, service area, alternatives to the project or any other issue identified by Rural Development. The applicant will be required at least 10 days prior to the meeting, to publish a notice of the meeting in a newspaper of general circulation in the service area, to post a public notice at the applicant’s principal office, and to notify Rural Development. The applicant will provide Rural Development a copy of the published notice and minutes of the public meeting. If a municipal applicant is bonding for a portion of the project, the public meeting associated with obtaining bond approval will meet this requirement.

**Existing and Proposed Rate Structure** For an existing system, attach or describe your rate structure. Discuss if you plan to continue using the same type of structure or will change once the project is complete. Please note if any portion of utility costs (O&M, debt service, etc.) paid through property taxes. For a new system, describe your proposed rate structure.

**Applicant Representatives** Attach a list detailing the names, addresses, telephone numbers, and terms of office for each member of the governing body, local and bond counsels, and consulting engineer for the proposed project.

**Accessibility** Describe how services are provided to individuals with disabilities. Do meeting places meet accessibility standards? If not, are alternate meeting sites available? Is a TDD or relay available for telephone calls? If necessary are translators available?

The above information was completed by:

|  |  |  |
| --- | --- | --- |
| (Name) |  | (Signature) |
|  |  |  |
| (Title) |  | (Date) |