PRE-APPLICATION



Client-Deal Number:

Note: Completion of this form does not guarantee an application will be invited. Program and Policy Coordinator may provide comments and suggestions for further project development.

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SECTION 1 A: POTENTIAL APPLICANT					
Organization Name	Organization				
	(Identify the ORS under which entity is formed if potential applicant is an entity other than city or county, such as special district, authority, association, et cetera.)				
Street Address and County	Mailing Address				
Office Phone	Web URL				
SECTION 1 B: PROJECT CONTACT					
Name	Title				
Phone	Email				
Phone (cell)					
SECTION 1 C: PROJECT OVERVIEW					
Project Name					
Project Location (physical address / attach map)					
Project Category					
Planning Design only	Construction only Design & Construction				
Other:					

SECTION 1 D: ESTIMATED FUNDING REQUEST					
	Amount				
Funding Request from Business Oregon					
Funds from potential applicant		Not Budgeted	Budgeted		
Other Funds:		Pending	Committed		
		If committed, provide term:			
Other Funds:		Pending	Committed		
		If committed, provide term:			
Estimated Total Project Cost					

Cost Estimate Date:	Prepared by			
Estimated Project Start Date:	Completion Date:			
If funding assistance from Business Oregon include	s a loan, how will it be repaid?			
Estimated date of first draw:				
SECTION 1 E: PRO	JECT DESCRIPTION			
Opportunity / Problem				
Proposal / Solution Describe the proposed solution identification of whether the proposed solution is aptechnical assistance et cetera.) only project, a final decombined final design / construction project.	planning(feasibility,preliminaryengineering,			

SECTION 1 F: BACKGROUND INFORMATION — PART 1 FOR WATER OR WASTEWATER PROJECTS ONLY Current Monthly Residential User Charge (Assume 7,500 gallons per month water consumption.) per month water per month wastewater Compliance Status Achieve Compliance Maintain Compliance Meet Future Requirements Not Compliance Related (If compliance related, please provide supporting documentation from the related regulatory agency.) Identify type of compliance:

Will the proposed project bring the utility into compliance? FOR ECONOMIC DEVELOPMENT PROJECTS ONLY UOB RELATED) What type of project is it? Emergency Firm Business Commitment Industrial Levee Other If other special project is selected, please provide more information: Will the project result in locating or expanding industrial or major commercial firm(s)? Yes No N/A If yes, provide firm's name (type of industry if confidential) and estimated number of jobs that will be created / retained.

How does this project build community or economic development? For economic development, please provide a brief economic impact statement. Example: this project will create / retain X number of jobs: construction, post construction and/or add \$X value to the community. State how many of the jobs will be at or above the county's minimum wage. State if the jobs are traded sector jobs or not. State cost per jobs created or retained.

This is the end of the form for planning-only projects and technical assistance-only projects. If your project is design and/or construction, please continue to complete the following pages.

SECTION 1 G: BACKGROUND INFORMATION — PART 2 FOR DESIGN AND/OR CONSTRUCTION PROJECTS

Is the project based on a technical document that shows the project is feasible, cost effective, and completed by a licensed engineer or architect (such as approved Master Plan, Facilities Plan or other technical report)?

Yes No

If Yes, date of plan or report:

If No, when will an engineering or architectural report be completed?

Has the governing body of the potential applicant conducted a public meeting (council or board meeting, public hearing, workshop, et cetera) to identify and discuss the proposed project, including such items as nature and need for the project, starting date, financing requirements that may involve taking on additional debt, and consistency with the local comprehensive land use plan, countywide or regional plan?

Yes No

Type of public meeting:

Date of public meeting:

If No, when will the public meeting be held?

FOR WATER OR WASTEWATER PROJECTS ONLY <i>(FOR DESIGN AND/OR CONS)</i>	TRUCTION PROJECTS))		
Are the audited financial reports for the three most recent fiscal years availal the Secretary of State website?	ole on Yes	No		
If No, attach the most recent financial reports (audited, if available)				
What is the existing annual debt service for the existing system?				
What is the amount, if any, of existing annual debt service for the system that	is paid by property	taxes?		
per year water per year wastewater				
Planned Monthly Residential User Charge Upon the Completion of Construction (must adequately cover operation, maintenance, replacement and debt financing):				
per month water per month wastewater				
Is there a current OM&R (Operation, Maintenance and Replacement) Manual for the system?	e Yes	No		
Are Maintenance and Replacement expenditures budgeted annually?	Yes	No		
Are meters installed on all service connections?		No		
If No, percentage not metered and provide explanation:				

USE	Current / Existing System	Future / at Completion of Construction	Current / Existing System	Future / at Completion of Construction	Gallons per Year
	Connections	Connections	Billable Accounts	Billable Accounts	Usage
Residential					
Commercial and Businesses					
Industrial					
Other					
Total Uses					
Of Residential, Number occupied by Permanent Residents					
Percentage of Permanent Residents					

SECTION 2 A: TO BE COMPLETED BY BUSINESS OREGON STAFF ONLY (APPLICABLE FOR ALL PROJECT TYPES) Does the potential applicant have other open Business Oregon grants and/or loans? Yes No If yes, list each open Business Oregon award by project name, number, award amount and project status: Is potential applicant pursuing CDBG funding? Yes No If yes, complete A and B below: A. Does potential applicant have more than three open CDBG grants? Yes No If yes, explain: B. Is potential applicant meeting the age and expenditure requirements for all Yes No **open CDBG grants?** See the age and expenditure requirements below: Requirements for open ONE-YEAR grants are: Any Microenterprise grant this is one year old must be 70% drawn Any Microenterprise grant that is two years old must be administratively closed Any Housing Rehabilitation project that is one or two years old must be meeting contract requirements Any Housing Rehabilitation project that is three years old must administratively closed Requirements for open MULTI-YEAR grants are: Any grant that is two years old must be 60% drawn Any grant that is three years old must be 100% drawn Any grant that is four years old must be administratively closed Low / Mod Income % Median Household Income **Potential Applicant Population** Distressed Area Mixed Mixed Yes No Rural Area Yes No One Stop Meeting (Attach Financial Worksheet from One Stop session if applicable) Date **Notes** Salesforce Posting Date SECTION 2 B: TO BE COMPLETED AFTER SALESFORCE COMMENT PERIOD BY BUSINESS OREGON STAFF ONLY (APPLICABLE FOR ALL PROJECT TYPES) Comment received Yes No If yes, attach Invite Application for the following source or sources: Comments

SPWF

MNIF

Regional Development Officer / Regional Project Manager

SDWRLF

PPMF

Name **Signature** Date

DWSP

OPRLF

CDBG

WWF

Other