

RESOLUTION AUTHORIZING THE ASHTABULA COUNTY BOARD OF COMMISSIONERS THROUGH ITS DEPARTMENT OF ENVIRONMENTAL SERVICES AND DEPARTMENT OF PLANNING & DEVELOPMENT TO NOMINATE AND RE-NOMINATE WASTEWATER PROJECTS FOR A WATER POLLUTION CONTROL LOAN FUND(WPCLF), ACDES

WHEREAS, the Board of Commissioners of Ashtabula County through its Department of Environmental Services and Department of Planning & Development Services seek to nominate and re-nominate for WPCLF consideration the projects listed below for the wastewater distribution system:

ACDES Projects	Estimated Design Loan Date:	Estimated Design Loan Amount:	Estimated Construction Loan Date:	Estimated Construction Loan Amount:	Household Sewage Treatment Systems:
<u>Nomination:</u>					
Holiday Camplands WWTP Improvements	Jan-26	\$100,000			
<u>Re-Nominations:</u>					
East Ashtabula Regional Sewer Expansion Phase 1	Jan-26	\$360,000	Sep-26	\$2,391,258	
Kingsville Twp. Sanitary Sewer Services			Feb-26	\$3,420,000	
Ashcraft WWTP Aeration and Clarifier Train Replacements			Apr-26	\$2,400,000	
<u>Planning & Development Project:</u>					
Replacing and Repairing Failing Septic Systems					May 2026-\$150,000

THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of the County of Ashtabula, Ohio, that the above projects be approved for nomination and re-nomination for FY 2026 in accordance with a copy now on file in this office.

BE IT FURTHER RESOLVED that President of the Board, JP Ducro IV, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2025-398

September 16, 2025

RESOLUTION AUTHORIZING THE ASHTABULA COUNTY BOARD OF COMMISSIONERS THROUGH ITS DEPARTMENT OF ENVIRONMENTAL SERVICES AND DEPARTMENT OF PLANNING & DEVELOPMENT TO NOMINATE AND RE-NOMINATE WASTEWATER PROJECTS FOR A WATER POLLUTION CONTROL LOAN FUND(WPCLF), ACDES

Upon the motion of Kathryn L. Whittington, seconded by Casey R. Kozlowski.

VOTE:

J.P. Ducro IV

Aye

Casey R. Kozlowski

Aye

Kathryn L. Whittington

Aye

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

- Wastewater Water Pollution Control Loan Fund (WPCLF)
Drinking Water Water Supply Revolving Loan Account (WSRLA)
HSTS Household Sewage Treatment System (HSTS)
WPCLF Re-Nomination
WSRLA Re-Nomination

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County - Excluding Municipalities with Sewer
County: Ashtabula PWS ID: OH 400803 Population served by the Project: 61,906 System Population:

3.0 Project Name and Description

Project Name: Replacing and Repairing Failing Septic Systems

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. No loans are awarded in November. For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.

Table with 3 columns: Funding Type, Estimated Loan Award Date (month/year), Estimated Loan Amount. Includes rows for Planning Loan, Design Loan, Construction Loan, and Household Sewage Treatment Systems (checked).

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name: J.P. Durco Title: President, Board of Commissioners
Telephone: 440-576-3750 Mobile:
Email: jpdurco@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name: Jake Brand Title: Director, Planning and Development
Telephone: 440-576-3772 Mobile:
Email: JABrand@ashtabulacounty.us

System Operator

Name:
Telephone:
Email:
Title:
Mobile:

Consulting Engineer

Name:
Firm:
Telephone:
Email:
Title:
Mobile:

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name:
Email:

6.0 Available Programmatic Discounts

Check all that may be applicable to this project: If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs.
Est EC Cost \$ _____
Est EC Cost _____**

Drinking Water Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding for projects that address (EC) Emerging Contaminants with a priority for PFAS (Per- and Polyfluoroalkyl Substances) projects. Nominations may be submitted throughout the program year for 0% funding.
Est EC Cost _____**
- Harmful Algal Bloom (HAB) Discount **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement Discount **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.
Est LSL Cost: _____**

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose any of the following as a dedicated source of loan repayment, with the user rates remaining as the security.

Please indicate the intended source of loan repayment below. (More than one source can be used.)

- User Charges
- General Taxes
- Assessments - Provide authorizing legislation
- Other: Indicate source _____
- Other: Indicate source _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____
Community Directed Spending (Federal)	_____	_____
ODOD Water & Wastewater Infrastructure Grant	_____	_____
Ohio Public Works Commission	_____	_____
Revenue Bonds	_____	_____
USDA-Rural Development Loans	_____	_____
Other (Specify Other Funding Source below)	_____	_____

9.0 WPCLF Required Environmental Information

Do any of the following apply to your project? If so, please attach the corresponding data or information that indicates how the following items will be addressed by the project. A detailed description of the items listed below can be reviewed in the loan nomination instructions.

- Sewage Backups*
- Dry Weather Overflows*
- Wet Weather Overflows*
- Regionalization
- Failing Household Sewage Treatment Systems
- Potential Impacts to Ground Water
- Potentially Impacted Surface Waters
- Surface Water Exceeds WQS for Bacteria

10.0 Sewage Overflow Control Information

If you checked any of the items with an asterisk (*) in the section above then your project is intended to address public health or water quality impacts due to either dry or wet weather overflows from either sanitary sewers or combined sewers.

This project will reduce the number of backup events by 50% or more, or eliminate occurrences of backups into buildings due to inadequate capacity of sewers or equalization basins to handle flows during wet weather conditions. **Answer Question 1** _____

This project will eliminate dry weather overflows (these are not WWTP bypasses) due to inadequate capacity of sewers to carry flows during dry weather conditions from either a sanitary sewer system or a combined sewer system. **Answer Question 2** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing separate sewers (installing new storm and/or sanitary sewers). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by either constructing additional storage of wet weather flow or by eliminating sources of infiltration and inflow. **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing additional treatment at combined sewer overflows (CSO) outfalls (e.g. swirl concentrators). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing express sewers to route sanitary flow out of the combined sewer directly to the WWTP. **Answer Question 3** _____

Question #1: Sewage Backups in Basements or onto Streets or Properties

Number of basement/residential street/property backup occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. _____

Number of expected backup occurrences due to inadequate capacity of sewers after construction of this project is completed (must achieve 50% or greater reduction in occurrences to be awarded these points). _____

Question #2: Dry Weather Overflows

Number of dry weather overflow occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. (Attach a list of locations of dry weather overflows due to inadequate capacity of sewers) _____

Question #3: Wet Weather Overflows (indicate only one overflow point per line - attach additional info)

<u>Name/ID of sewer overflow(s) impacted by the project</u>	<u>Has this overflow been active in the past two years?</u>	<u>Will this overflow be eliminated?</u>	<u>Stream to which the sewer overflow(s) discharges</u>
_____	_____	_____	_____
_____	_____	_____	_____

11.0 Wastewater Rate Information

Is sewer service currently provided to residents in the project service area? **NO** _____

If Yes, attach a copy of the Sewer Rate Ordinance, Resolution, current rates and user charges. Be sure to specify the basis (i.e., ft³ or 1,000s of gallons) as well as the billing period (i.e., monthly or quarterly). If sewer users are not charged, explain:

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) _____

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) _____
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) _____
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) _____
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards) _____

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) _____

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

Note: For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design and construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) _____
 - 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) _____
- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) _____
- 4. Advertise for construction bids (no later than 60 days prior to #8) _____
- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts _____
- 6. Submit bid information to DEFA (no later than 21 days prior to #8) _____
- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) _____
- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) _____
- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December - no November scheduled awards) _____

13.0 Preparer Information

This Nomination was prepared by (Name & Title): _____ Camryn Burkhammer

Signature: Camryn Burkhammer
 Date: 9/15/2025 Telephone Number: 440-476-1483

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: _____ J.P. Ducro
 Title: _____ President, Board of Commissioners

Signature: J.P. Ducro _____ Date: 9-16-25
 Nomination Form Date

Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
 - Documentation supporting creation of water or sewer utility (for new systems) including proposed rate structure and schedule for collection of fees.
 - A map showing the project(s) location. The map should be either a 7.5 minute USGS topographic map, or a property map, that shows the project details.
 - Project planning information
[WPCLF Project Planning Guidance](#)
A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project
[WSRLA Project Planning Guidance](#)
 - A scope of services and/or an agreement for planning, design or construction engineering services.
 - For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
 - Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
 - Estimated construction cost for Emerging Contaminant or Lead Service Line work.
 - Readiness-to-Proceed documentation
- ★ ★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:
defamail@epa.ohio.gov

1.0 Program Funding Selection

Please indicate what type of project funding is needed. A selection must be made for the nomination form to be reviewed.

- Wastewater Water Pollution Control Loan Fund (WPCLF) WPCLF Re-Nomination
Drinking Water Water Supply Revolving Loan Account (WSRLA) WSRLA Re-Nomination
HSTS Household Sewage Treatment System (HSTS)

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County Department of Environmental Services
County: Ashtabula PWS ID: OH Population served by the Project: 750 System Population: 25,000

3.0 Project Name and Description

Project Name: Ashcraft WWTP Aeration and Clarifier Train Replacements

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

Includes both Phase 2 of the Kingsville Sanitary Sewer Extensions and enhance the Ashcraft WWTP. The WWTP requires replacement of the aeration and clarifier trains to address structural integrity and safety concerns, this is essential to ensure the plant meets the additional flows from the sewer extension, design capacity, improve treatment efficiency, and comply with regulatory standards.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. No loans are awarded in November. For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.

Table with 3 columns: Funding Type, Estimated Loan Award Date (month/year), Estimated Loan Amount. Includes rows for Planning Loan, Design Loan, Construction Loan (Apr-26, \$2,400,000.00), and Household Sewage Treatment Systems.

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name: J.P. Ducro IV Title: President, Ashtabula Co Commissioners
Telephone: 440-576-3757 Mobile:
Email: JPDucro@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name: Douglas G. Starkey Title: Environmental Services Dept. Director
Telephone: 440-576-3722 Mobile: 440-789-5721
Email: dgstarkey@ashtabulacounty.us

System Operator

Name: Noah Pierce Title: Wasterwater Superintendent
Telephone: 440-576-3179 Mobile:
Email: nrpierce@ashtabulacounty.us

Consulting Engineer

Name: Georgia Conway, P.E. Title: Project Manager
Firm: Verdantas
Telephone: 440-530-2304 Mobile: 440-478-9607
Email: gconway@verdantas.com

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: Email:

6.0 Available Programmatic Discounts

Check all that may be applicable to this project: If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs.**
Est EC Cost \$ _____
Est EC Cost _____

Drinking Water Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding for projects that address (EC) Emerging Contaminants with a priority for PFAS (Per- and Polyfluoroalkyl Substances) projects. Nominations may be submitted throughout the program year for 0% funding.**
Est EC Cost _____
- Harmful Algal Bloom (HAB) Discount **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement Discount **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**
Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose any of the following as a dedicated source of loan repayment, with the user rates remaining as the security.

Please indicate the intended source of loan repayment below. (More than one source can be used.)

- User Charges
- General Taxes
- Assessments - Provide authorizing legislation
- Other: Indicate source _____
- Other: Indicate source _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____
Community Directed Spending (Federal)	_____	_____
ODOD Water & Wastewater Infrastructure Grant	_____	_____
Ohio Public Works Commission	_____	_____
Revenue Bonds	_____	_____
USDA-Rural Development Loans	_____	_____
Other (Specify Other Funding Source below)	_____	_____

9.0 WPCLF Required Environmental Information

Do any of the following apply to your project? If so, please attach the corresponding data or information that indicates how the following items will be addressed by the project. A detailed description of the items listed below can be reviewed in the loan nomination instructions.

- Sewage Backups*
- Dry Weather Overflows*
- Wet Weather Overflows*
- Regionalization
- Failing Household Sewage Treatment Systems
- Potential Impacts to Ground Water
- Potentially Impacted Surface Waters
- Surface Water Exceeds WQS for Bacteria

10.0 Sewage Overflow Control Information

If you checked any of the items with an asterisk (*) in the section above then your project is intended to address public health or water quality impacts due to either dry or wet weather overflows from either sanitary sewers or combined sewers.

This project will reduce the number of backup events by 50% or more, or eliminate occurrences of backups into buildings due to inadequate capacity of sewers or equalization basins to handle flows during wet weather conditions. **Answer Question 1** _____

This project will eliminate dry weather overflows (these are not WWTP bypasses) due to inadequate capacity of sewers to carry flows during dry weather conditions from either a sanitary sewer system or a combined sewer system. **Answer Question 2** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing separate sewers (installing new storm and/or sanitary sewers). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by either constructing additional storage of wet weather flow or by eliminating sources of infiltration and inflow. **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing additional treatment at combined sewer overflows (CSO) outfalls (e.g. swirl concentrators). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing express sewers to route sanitary flow out of the combined sewer directly to the WWTP. **Answer Question 3** _____

Question #1: Sewage Backups in Basements or onto Streets or Properties

Number of basement/residential street/property backup occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. _____

Number of expected backup occurrences due to inadequate capacity of sewers after construction of this project is completed (**must achieve 50% or greater reduction in occurrences to be awarded these points**). _____

Question #2: Dry Weather Overflows

Number of dry weather overflow occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. **(Attach a list of locations of dry weather overflows due to inadequate capacity of sewers)** _____

Question #3: Wet Weather Overflows (indicate only one overflow point per line - attach additional info)

<u>Name/ID of sewer overflow(s) impacted by the project</u>	<u>Has this overflow been active in the past two years?</u>	<u>Will this overflow be eliminated?</u>	<u>Stream to which the sewer overflow(s) discharges</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

11.0 Wastewater Rate Information

Is sewer service currently provided to residents in the project service area? **Yes** _____

If Yes, attach a copy of the Sewer Rate Ordinance, Resolution, current rates and user charges. Be sure to specify the basis (i.e., ft³ or 1,000s of gallons) as well as the billing period (i.e., monthly or quarterly). If sewer users are not charged, explain:

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) _____

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) _____
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) _____
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) _____
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) 9/13/2025

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

Note: For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design and construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) 10/13/2025

- 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) 9/3/2025

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) 11/2/2025

- 4. Advertise for construction bids (no later than 60 days prior to #8) 1/31/2026

- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts 3/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8) 3/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) 3/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) 4/1/2026

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) 4/30/2026

13.0 Preparer Information

This Nomination was prepared by (Name & Title): Phyllis Dunlap, Grants/Funding Specialist

Signature: _____

Date: September, 2025

Telephone Number: 440-530-2230

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: J.P. Ducro, IV

Title: President, Ashtabula County Board of County Commissioners

Signature: 

Date: September 16, 2025

Nomination Form Date

Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
- Documentation supporting creation of water or sewer utility (for new systems) including proposed rate structure and schedule for collection of fees.
- A map showing the project(s) location. The map should be either a 7.5 minute USGS topographic map, or a property map, that shows the project details.
- Project planning information
[WPCLF Project Planning Guidance](#)
A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project
[WSRLA Project Planning Guidance](#)
- A scope of services and/or an agreement for planning, design or construction engineering services.
- For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
- Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
- Estimated construction cost for Emerging Contaminant or Lead Service Line work.
- Readiness-to-Proceed documentation

★★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:

defamail@epa.ohio.gov

1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

- Wastewater** **Water Pollution Control Loan Fund (WPCLF)** **WPCLF Re-Nomination**
- Drinking Water** **Water Supply Revolving Loan Account (WSRLA)** **WSRLA Re-Nomination**
- HSTS** **Household Sewage Treatment System (HSTS)**

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County Department of Environmental Services

County: Ashtabula PWS ID: OH Population served by the Project: _____ System Population: 25,000

3.0 Project Name and Description

Project Name: Kingsville Township Sanitary Sewer Services

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

Ashtabula County will install a sewer collection system in Kingsville Township in the area of the I90 / S.R. 193 interchange to service properties currently served by individual, on-site treatment systems. 100% of the property owners have petitioned the County for sanitary sewers. This project will improve environmental conditions and facilitate continued growth.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. **No loans are awarded in November.** For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.

	<u>Estimated Loan Award Date</u> <u>(month/year)</u>	<u>Estimated Loan Amount</u>
<input type="checkbox"/> Planning Loan	_____	_____
<input type="checkbox"/> Design Loan	_____	_____
<input checked="" type="checkbox"/> Construction Loan	Feb-26	\$3,420,000.00
<input type="checkbox"/> Household Sewage Treatment Systems	_____	_____

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name: J.P. Ducro IV Title: President, Ashtabula Co Commissioners

Telephone: 440-576-3757 Mobile: _____

Email: JPDucro@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name: Douglas G. Starkey Title: Environmental Services Dept. Director

Telephone: 440-576-3722 Mobile: 440-789-5721

Email: dgstarkey@ashtabulacounty.us

System Operator

Name: Noah Pierce Title: Wasterwater Superintendent

Telephone: 440-576-3179 Mobile: _____

Email: nrpierce@ashtabulacounty.us

Consulting Engineer

Name: Tim McLaughlin Title: Project Manager

Firm: Verdantas

Telephone: 440-530-2352 Mobile: 440-477-4504

Email: tmclaughlin@verdantas.com

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____ Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project: If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs.**
Est EC Cost \$ _____
Est EC Cost _____

Drinking Water Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding for projects that address (EC) Emerging Contaminants with a priority for PFAS (Per- and Polyfluoroalkyl Substances) projects. Nominations may be submitted throughout the program year for 0% funding.**
Est EC Cost _____
- Harmful Algal Bloom (HAB) Discount **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement Discount **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**
Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose any of the following as a dedicated source of loan repayment, with the user rates remaining as the security.

Please indicate the intended source of loan repayment below. (More than one source can be used.)

- User Charges
- General Taxes
- Assessments - Provide authorizing legislation
- Other: Indicate source _____
- Other: Indicate source _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____
Community Directed Spending (Federal)	1/1/2026	\$2,200,000.00
ODOD Water & Wastewater Infrastructure Grant	_____	_____
Ohio Public Works Commission	_____	_____
Revenue Bonds	_____	_____
USDA-Rural Development Loans	_____	_____
Other (Specify Other Funding Source below)	11/29/2023	\$685,000.00
State of Ohio Special Funding	_____	_____

9.0 WPCLF Required Environmental Information

Do any of the following apply to your project? **If so, please attach the corresponding data or information that indicates how the following items will be addressed by the project.** A detailed description of the items listed below can be reviewed in the loan nomination instructions.

- Sewage Backups*
- Dry Weather Overflows*
- Wet Weather Overflows*
- Regionalization
- Failing Household Sewage Treatment Systems
- Potential Impacts to Ground Water
- Potentially Impacted Surface Waters
- Surface Water Exceeds WQS for Bacteria

10.0 Sewage Overflow Control Information

If you checked any of the items with an asterisk (*) in the section above then your project is intended to address public health or water quality impacts due to either dry or wet weather overflows from either sanitary sewers or combined sewers.

This project will reduce the number of backup events by 50% or more, or eliminate occurrences of backups into buildings due to inadequate capacity of sewers or equalization basins to handle flows during wet weather conditions. **Answer Question 1** _____

This project will eliminate dry weather overflows (these are not WWTP bypasses) due to inadequate capacity of sewers to carry flows during dry weather conditions from either a sanitary sewer system or a combined sewer system. **Answer Question 2** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing separate sewers (installing new storm and/or sanitary sewers). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by either constructing additional storage of wet weather flow or by eliminating sources of infiltration and inflow. **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing additional treatment at combined sewer overflows (CSO) outfalls (e.g. swirl concentrators). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing express sewers to route sanitary flow out of the combined sewer directly to the WWTP. **Answer Question 3** _____

Question #1: Sewage Backups in Basements or onto Streets or Properties

Number of basement/residential street/property backup occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. _____

Number of expected backup occurrences due to inadequate capacity of sewers after construction of this project is completed (**must achieve 50% or greater reduction in occurrences to be awarded these points**). _____

Question #2: Dry Weather Overflows

Number of dry weather overflow occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. **(Attach a list of locations of dry weather overflows due to inadequate capacity of sewers)** _____

Question #3: Wet Weather Overflows (indicate only one overflow point per line - attach additional info)

<u>Name/ID of sewer overflow(s) impacted by the project</u>	<u>Has this overflow been active in the past two years?</u>	<u>Will this overflow be eliminated?</u>	<u>Stream to which the sewer overflow(s) discharges</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

11.0 Wastewater Rate Information

Is sewer service currently provided to residents in the project service area? **No** _____

If Yes, attach a copy of the Sewer Rate Ordinance, Resolution, current rates and user charges. Be sure to specify the basis (i.e., ft³ or 1,000s of gallons) as well as the billing period (i.e., monthly or quarterly). If sewer users are not charged, explain:

Ashtabula County has a User Charge System which will be utilized.

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3)
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3)
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested)
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4)

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4)
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4)
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded)
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8)

7/16/2025

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

Note: For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design and construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8)

8/15/2025

- 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8)

7/6/2025

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8)

9/4/2025

- 4. Advertise for construction bids (no later than 60 days prior to #8)

12/3/2025

- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts

1/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8)

1/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8)

1/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded)

2/1/2026

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)

2/26/2026

13.0 Preparer Information

This Nomination was prepared by (Name & Title):

Signature:

Date:

Telephone Number:

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative:

Title:

J. R. Duero IV
President

Signature:

[Handwritten Signature]

Date: 9-16-25

Nomination Form Date

Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
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- Project planning information
[WPCLF Project Planning Guidance](#)
A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project
[WSRLA Project Planning Guidance](#)
- A scope of services and/or an agreement for planning, design or construction engineering services.
- For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
- Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
- Estimated construction cost for Emerging Contaminant or Lead Service Line work.
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★ ★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:

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1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

- Wastewater** **Water Pollution Control Loan Fund (WPCLF)** **WPCLF Re-Nomination**
 Drinking Water **Water Supply Revolving Loan Account (WSRLA)** **WSRLA Re-Nomination**
 HSTS **Household Sewage Treatment System (HSTS)**

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County Department of Environmental Services
County: Ashtabula PWS ID: OH Population served by the Project: _____ System Population: 25,000

3.0 Project Name and Description

Project Name: East Ashtabula Regional Sewer Expansion Phase 1

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

Design and construction of the sewer to serve industrial user base.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. **No loans are awarded in November.** For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.

	<u>Estimated Loan Award Date</u> <u>(month/year)</u>	<u>Estimated Loan Amount</u>
<input type="checkbox"/> Planning Loan	_____	_____
<input checked="" type="checkbox"/> Design Loan	<u>Jan-26</u>	<u>\$360,000.00</u>
<input checked="" type="checkbox"/> Construction Loan	<u>Sep-26</u>	<u>\$2,391,258.00</u>
<input type="checkbox"/> Household Sewage Treatment Systems	_____	_____

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name J.P. Ducro IV Title President, Ashtabula Co Commissioners
Telephone 440-576-3757 Mobile _____
Email JPDucro@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name Douglas G. Starkey Title Environmental Services Dept. Director
Telephone 440-576-3722 Mobile 440-789-5721
Email dgstarkey@ashtabulacounty.us

System Operator

Name Noah Pierce Title Wasterwater Superintendent
Telephone 440-576-3179 Mobile _____
Email nrpierce@ashtabulacounty.us

Consulting Engineer

Name Tim McLaughlin Title Project Manager
Firm Verdantas
Telephone 440-530-2352 Mobile 440-477-4504
Email timclaughlin@verdantas.com

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____ Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project: If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs.**
Est EC Cost \$ _____
Est EC Cost _____

Drinking Water Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding for projects that address (EC) Emerging Contaminants with a priority for PFAS (Per- and Polyfluoroalkyl Substances) projects. Nominations may be submitted throughout the program year for 0% funding.**
Est EC Cost _____
- Harmful Algal Bloom (HAB) Discount **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement Discount **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**
Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose any of the following as a dedicated source of loan repayment, with the user rates remaining as the security.

Please indicate the intended source of loan repayment below. (More than one source can be used.)

- User Charges
- General Taxes
- Assessments - Provide authorizing legislation
- Other: Indicate source _____
- Other: Indicate source _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____
Community Directed Spending (Federal)	_____	_____
ODOD Water & Wastewater Infrastructure Grant	_____	_____
Ohio Public Works Commission	_____	_____
Revenue Bonds	_____	_____
USDA-Rural Development Loans	_____	_____
Other (Specify Other Funding Source below)	_____	_____

9.0 WPCLF Required Environmental Information

Do any of the following apply to your project? **If so, please attach the corresponding data or information that indicates how the following items will be addressed by the project.** A detailed description of the items listed below can be reviewed in the loan nomination instructions.

- Sewage Backups*
- Dry Weather Overflows*
- Wet Weather Overflows*
- Regionalization
- Failing Household Sewage Treatment Systems
- Potential Impacts to Ground Water
- Potentially Impacted Surface Waters
- Surface Water Exceeds WQS for Bacteria

10.0 Sewage Overflow Control Information

If you checked any of the items with an asterisk (*) in the section above then your project is intended to address public health or water quality impacts due to either dry or wet weather overflows from either sanitary sewers or combined sewers.

This project will reduce the number of backup events by 50% or more, or eliminate occurrences of backups into buildings due to inadequate capacity of sewers or equalization basins to handle flows during wet weather conditions. **Answer Question 1** _____

This project will eliminate dry weather overflows (these are not WWTP bypasses) due to inadequate capacity of sewers to carry flows during dry weather conditions from either a sanitary sewer system or a combined sewer system. **Answer Question 2** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing separate sewers (installing new storm and/or sanitary sewers). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by either constructing additional storage of wet weather flow or by eliminating sources of infiltration and inflow. **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing additional treatment at combined sewer overflows (CSO) outfalls (e.g. swirl concentrators). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing express sewers to route sanitary flow out of the combined sewer directly to the WWTP. **Answer Question 3** _____

Question #1: Sewage Backups in Basements or onto Streets or Properties

Number of basement/residential street/property backup occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. _____

Number of expected backup occurrences due to inadequate capacity of sewers after construction of this project is completed (**must achieve 50% or greater reduction in occurrences to be awarded these points**). _____

Question #2: Dry Weather Overflows

Number of dry weather overflow occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. **(Attach a list of locations of dry weather overflows due to inadequate capacity of sewers)** _____

Question #3: Wet Weather Overflows (indicate only one overflow point per line - attach additional info)

<u>Name/ID of sewer overflow(s) impacted by the project</u>	<u>Has this overflow been active in the past two years?</u>	<u>Will this overflow be eliminated?</u>	<u>Stream to which the sewer overflow(s) discharges</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

11.0 Wastewater Rate Information

Is sewer service currently provided to residents in the project service area? **No** _____

If Yes, attach a copy of the Sewer Rate Ordinance, Resolution, current rates and user charges. Be sure to specify the basis (i.e., ft³ or 1,000s of gallons) as well as the billing period (i.e., monthly or quarterly). If sewer users are not charged, explain:

Ashtabula County has a user charge system that will be utilized.

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3)
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3)
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested)
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4)

9/3/2025

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4)
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4)
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded)
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)

10/3/2025

12/17/2025

1/1/2026

1/29/2026

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8)

2/13/2026

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

Note: For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design and construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8)

3/15/2026

- 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8)

2/3/2026

- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8)

4/4/2026

- 4. Advertise for construction bids (no later than 60 days prior to #8)

7/3/2026

- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts

8/2/2026

- 6. Submit bid information to DEFA (no later than 21 days prior to #8)

8/11/2026

- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8)

8/25/2026

- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded)

9/1/2026

- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards)

9/24/2026

13.0 Preparer Information

This Nomination was prepared by (Name & Title):

Phyllis Dunlap, Grants/Funding Specialist

Signature:

Date: September 16, 2025

Telephone Number:

440-530-2230

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative:

J.P. Ducro, IV

Title:

President, Ashtabula County Board of Commissioners

Signature:

Date: September 16, 2025

Nomination Form Date

Nomination Checklist - Required Documents

The following checklist indicates the information necessary for Ohio EPA DEFA to review and prioritize projects. Ohio EPA may review all readily available project information in addition to the nomination submittal.

- A copy of legislation authorizing current water and sewer rates/tap-in fees. Please include both water and wastewater information. **Note: To obtain a loan from Ohio EPA, the Borrower is required to pledge user revenues derived from the ownership and operation of their system sufficient for repayment of the loan.**
- Documentation supporting creation of water or sewer utility (for new systems) including proposed rate structure and schedule for collection of fees.
- A map showing the project(s) location. The map should be either a 7.5 minute USGS topographic map, or a property map, that shows the project details.
- Project planning information
[WPCLF Project Planning Guidance](#)
A Regionalization Evaluation is required for design or construction of a new WWTP, plant expansion, major WWTP improvements or extensions to unsewered area project
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- A scope of services and/or an agreement for planning, design or construction engineering services.
- For **Construction loans**, along with project planning information, submit any Basis of Design documents and/or Preliminary Engineering Reports.
- Additional documentation requested or required on specific tabs (e.g., WSRLA, WPCLF). Failure to do so may impact your project's ranking.
- Estimated construction cost for Emerging Contaminant or Lead Service Line work.
- Readiness-to-Proceed documentation

★ ★ Once all nominations forms are **signed** and **dated**, please submit the completed package along with the abovementioned documents to:

defamail@epa.ohio.gov

1.0 Program Funding Selection

Please indicate what type of project funding is needed. *A selection must be made for the nomination form to be reviewed.*

- Wastewater** **Water Pollution Control Loan Fund (WPCLF)** **WPCLF Re-Nomination**
- Drinking Water** **Water Supply Revolving Loan Account (WSRLA)** **WSRLA Re-Nomination**
- HSTS** **Household Sewage Treatment System (HSTS)**

2.0 Borrower's Information

Entity (County, City, Village, or District): Ashtabula County Department of Environmental Services

County: Ashtabula PWS ID: OH Population served by the Project: _____ System Population: 25,000

3.0 Project Name and Description

Project Name: Holiday Camplands WWTP Improvements

In the box below, please provide a brief description of the project for which you are requesting funding. NOTE: 400 character limit

The proposed project involves design services for improvements to the current Wastewater Treatment Plant (WWTP) including increasing equalization capacity and replacing the existing steel tanks that have reached the end of their useful life.

4.0 Funding Type, Estimated Project Amounts, and Proposed Loan Award Date

Enter an estimated loan award date and amount. Enter the date as the 1st of the month in which the loan will be awarded. The estimated loan date will autofill the Project Schedule on TAB 5. **No loans are awarded in November.** For HSTS projects, the schedule is predefined; enter May for the Loan Award month along with the upcoming calendar year (i.e., May/2025). Enter the amount of HSTS principal forgiveness requested in the estimated loan amount column.

	Estimated Loan Award Date (month/year)	Estimated Loan Amount
<input type="checkbox"/> Planning Loan	_____	_____
<input checked="" type="checkbox"/> Design Loan	<u>Jan-26</u>	<u>\$100,000.00</u>
<input type="checkbox"/> Construction Loan	_____	_____
<input type="checkbox"/> Household Sewage Treatment Systems	_____	_____

5.0 Contact Information

Using the check boxes below, indicate the best project contact for addressing project related questions.

Borrower's Authorized Representative

Name: J.P. Ducro IV Title: President, Ashtabula Co Commissioners
Telephone: 440-576-3757 Mobile: _____
Email: JPDucro@ashtabulacounty.us

Authorized Representative's Designee and Additional Contact

Name: Douglas G. Starkey Title: Environmental Services Dept. Director
Telephone: 440-576-3722 Mobile: 440-789-5721
Email: dgstarkey@ashtabulacounty.us

System Operator

Name: Noah Pierce Title: Wasterwater Superintendent
Telephone: 440-576-3179 Mobile: _____
Email: nrpierce@ashtabulacounty.us

Consulting Engineer

Name: Tim Mclaughlin Title: Project Manager
Firm: Verdantas
Telephone: 440-530-2352 Mobile: 440-477-4504
Email: tmclaughlin@verdantas.com

WRRSP Program Outreach

If your organization is interested in learning more about the WRRSP discount or sponsoring a project, please provide a contact name and e-mail below. Program staff will reach out to coordinate a meeting.

Contact Name: _____ Email: _____

6.0 Available Programmatic Discounts

Check all that may be applicable to this project: If you wish to apply for a discount not listed below, please describe the proposed discount in the cover letter for the nomination. Principal Forgiveness eligibility is determined separately from discounts.

Wastewater Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Household Sewage Treatment Systems **Local Health Districts may be eligible for up to \$150,000 in principal forgiveness for HSTS repair and replacement**
- Back-up Power **Up to \$50,000 in principal forgiveness for back-up power equipment purchase**
- WRRSP **Water Resource Restoration Sponsor Program (WRRSP) sponsorship discount up to 0.1%**
- Water Reuse Discount **Water Reuse Discount - 0% interest rate**
- Green Project Reserve Discount **0.25% interest rate discount; A minimum 25% of total costs in one or more GPR category 1) Green Infrastructure; 2) Water Efficiency/Reuse; 3) Energy Efficiency; or 4) Environmentally Innovative**

Wastewater Emerging Contaminant Funding:

- Emerging Contaminants (EC) **For projects that address emerging contaminants, please provide estimated EC costs.**
Est EC Cost \$ _____
Est EC Cost _____

Drinking Water Discounts:

- Regionalization Discount **0% interest rate funding for regionalization projects**
- Emerging Contaminants **0% interest rate funding for projects that address (EC) Emerging Contaminants with a priority for PFAS (Per- and Polyfluoroalkyl Substances) projects. Nominations may be submitted throughout the program year for 0% funding.**
Est EC Cost _____
- Harmful Algal Bloom (HAB) Discount **0% interest rate funding for HAB projects. Nominations may be submitted throughout the program year**
- LSL Replacement Discount **0% interest rate funding for LSL (Lead Service Line) replacement projects. Nominations may be submitted throughout the program year.**
Est LSL Cost: _____

Please note: Estimated costs are required for Emerging Contaminant and Lead Service Line projects!

7.0 Source of Pledged Revenues

To obtain a loan from Ohio EPA, the Borrower is required to pledge the user revenues derived from the ownership and operation of their system (i.e. user charge system) as security for the loan. It can also be used as the dedicated source of repayment. The user revenues, after deductions for the operating and maintenance and previous debt obligations, must be able to support the repayment of the loan. However, unless prohibited by law, the Borrower can also choose any of the following as a dedicated source of loan repayment, with the user rates remaining as the security.

Please indicate the intended source of loan repayment below. (More than one source can be used.)

- User Charges
- General Taxes
- Assessments - Provide authorizing legislation
- Other: Indicate source _____
- Other: Indicate source _____

8.0 Other Funding Sources

Indicate any other loans and/or grants the entity may be securing for this project. Please include the estimated award date and amount.

	<u>Est. Award Date</u>	<u>Est. Amount</u>
Army Corp of Engineers (ACOE)	_____	_____
Appalachian Regional Commission (ARC)	_____	_____
Community Development Block Grant (CDBG)	_____	_____
Community Directed Spending (Federal)	_____	_____
ODOD Water & Wastewater Infrastructure Grant	_____	_____
Ohio Public Works Commission	_____	_____
Revenue Bonds	_____	_____
USDA-Rural Development Loans	_____	_____
Other (Specify Other Funding Source below)	_____	_____
State of Ohio Special Funding	_____	_____

9.0 WPCLF Required Environmental Information

Do any of the following apply to your project? **If so, please attach the corresponding data or information that indicates how the following items will be addressed by the project.** A detailed description of the items listed below can be reviewed in the loan nomination instructions.

- Sewage Backups*
- Dry Weather Overflows*
- Wet Weather Overflows*
- Regionalization
- Failing Household Sewage Treatment Systems
- Potential Impacts to Ground Water
- Potentially Impacted Surface Waters
- Surface Water Exceeds WQS for Bacteria

10.0 Sewage Overflow Control Information

If you checked any of the items with an asterisk (*) in the section above then your project is intended to address public health or water quality impacts due to either dry or wet weather overflows from either sanitary sewers or combined sewers.

This project will reduce the number of backup events by 50% or more, or eliminate occurrences of backups into buildings due to inadequate capacity of sewers or equalization basins to handle flows during wet weather conditions. **Answer Question 1** _____

This project will eliminate dry weather overflows (these are not WWTP bypasses) due to inadequate capacity of sewers to carry flows during dry weather conditions from either a sanitary sewer system or a combined sewer system. **Answer Question 2** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing separate sewers (installing new storm and/or sanitary sewers). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by either constructing additional storage of wet weather flow or by eliminating sources of infiltration and inflow. **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing additional treatment at combined sewer overflows (CSO) outfalls (e.g. swirl concentrators). **Answer Question 3** _____

This project will reduce or eliminate the volume or frequency of one or more wet weather overflows (not WWTP bypasses) by constructing express sewers to route sanitary flow out of the combined sewer directly to the WWTP. **Answer Question 3** _____

Question #1: Sewage Backups in Basements or onto Streets or Properties

Number of basement/residential street/property backup occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. _____

Number of expected backup occurrences due to inadequate capacity of sewers after construction of this project is completed (**must achieve 50% or greater reduction in occurrences to be awarded these points**). _____

Question #2: Dry Weather Overflows

Number of dry weather overflow occurrences due to inadequate capacity of sewers that have activated within the past two calendar years. **(Attach a list of locations of dry weather overflows due to inadequate capacity of sewers)** _____

Question #3: Wet Weather Overflows (indicate only one overflow point per line - attach additional info)

<u>Name/ID of sewer overflow(s) impacted by the project</u>	<u>Has this overflow been active in the past two years?</u>	<u>Will this overflow be eliminated?</u>	<u>Stream to which the sewer overflow(s) discharges</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

11.0 Wastewater Rate Information

Is sewer service currently provided to residents in the project service area? **Yes** _____

If Yes, attach a copy of the Sewer Rate Ordinance, Resolution, current rates and user charges. Be sure to specify the basis (i.e., ft³ or 1,000s of gallons) as well as the billing period (i.e., monthly or quarterly). If sewer users are not charged, explain:

Ashtabula County has a User Charge System which will be utilized.

12.0 Project Schedules for Planning, Design, Construction, and HSTS

PLANNING SCHEDULE

- 1. Submit a complete Loan Application with dedicated source of repayment and draft engineering agreement with scope of planning activities to be funded through this loan (no later than 60 days prior to #3) _____
- 2. Sign loan documents and return to DEFA (no later than 15 days prior to #3) _____
- 3. We request a Planning Loan by (indicate the 1st of the Month in which Loan is requested) _____
- 4. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

DESIGN SCHEDULE

- 1. Submit approvable Project Planning information, including complete I/I Analysis (generally 120 days prior to #4) 9/3/2025

WSRLA design loans for water treatment plant projects must have an approvable General Plan submitted to Division of Drinking and Ground Waters through e-plan portal.

For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit a complete Loan Application which should include the borrower's financial information, a certified copy of legislation authorizing the borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (90 days prior to #4) 10/3/2025
- 3. Sign loan documents and return to DEFA (no later than 15 days prior to #4) 12/17/2025
- 4. We request a Design Loan by (1st of Month in which Loan is Awarded) 1/1/2026
- 5. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) 1/29/2026

CONSTRUCTION SCHEDULE

- 1. Submit approvable Project Planning information and Director's General Plan approval (if applicable), including complete I/I Analysis (generally 200 days prior to #8) _____

Note: For WSRLA construction loan for water treatment plant projects must have an approved General Plan and approvable Detailed Plans submitted to Division of Drinking and Ground Waters through e-plan portal.

Note: For PY2025 a Division of Surface Water Regionalization Evaluation is required for WPCLF design and construction loans for a New WWTP, Plant Expansion, Major WWTP Improvements or Extension to Unsewered Areas projects.

- 2. Submit complete Permit-to-Install / Plan Approval application (if applicable), including application, review fee, detail plans, contract documents, and specifications (170 days prior to #8) _____
 - 2a. If the project requires a General Plan and review of detailed plans by DDAGW Engineering section (typically plant improvement projects), submit detailed plans to DDAGW (210 days prior to #8) _____
- 3. Submit a complete Loan Application which should include the borrowers financial information, a certified copy of legislation authorizing the Borrower to enter into a Loan Agreement with Ohio EPA and OWDA, a copy of the utility's User Charge System & Use ordinance and the engineering agreements. (150 days prior to #8) _____
- 4. Advertise for construction bids (no later than 60 days prior to #8) _____
- 5. Open construction bids (no later than 30 days prior to #8) Be sure to allow for a minimum of 60 days to award contracts _____
- 6. Submit bid information to DEFA (no later than 21 days prior to #8) _____
- 7. Sign loan documents and return to DEFA (no later than 7 days prior to #8) _____
- 8. We request a Construction Loan by (1st of Month in which Loan is Awarded) _____
- 9. Loan Awarded at OWDA Board Meeting (Loan awards can be scheduled for January through October and December – no November scheduled awards) _____

13.0 Preparer Information

This Nomination was prepared by (Name & Title): Phyllis Dunlap, Grants/Funding Specialist

Signature: _____

Date: September, 2025

Telephone Number: 440-530-2230

14.0 Authorized Representative Approval

To the best of my knowledge and belief, as a representative of the governing entity, all information contained in this nomination for is true and correct.

Entity's Representative: J.P. Duco, IV

Title: President, Ashtabula County Commissioners

Signature: J.P. Duco

Date: September 16, 2025
Nomination Form Date

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