THE STATE OF WYOMING
Water Development Commission
6920 YELLOWTAIL ROAD TELEPHONE: (307) 777-7626 CHEYENNE, WY 82002

PROJECT APPLICATION FOR LEVEL III CONSTRUCTION FUNDING FOR AGRICULTURAL PROJECTS

Funding for projects is based on WWDC recommendations and is appropriated by the legislature from the Water Development Accounts. Legislative authorization is required before the WWDC can begin project work. Applications for all Level III construction projects **must** be submitted no later than **September 1st**.

In order to receive consideration for Level III construction funding, the project sponsor must be an entity of local government with taxing and/or assessment authority. Private corporations and individuals are not eligible for assistance. *Note: If you are seeking Level III funding for a project new to the Program, you must provide a feasibility study with detailed cost estimates prepared by a professional engineer registered in the State of Wyoming that has been reviewed and approved by the planning division of the WWDO prior to submitting an application for Level III funding.*

APPLICATION REQUIREMENTS

- The person signing the application must have authority to commit the entity to a binding contract.
- A notarized copy of a resolution supporting this application passed by the board or other governing body of the entity must be provided (PDF preferred).
- For new projects, a single check for the combined total of the $1,000.00 application fee and the reimbursement fee of (9,000 irrigated acres or less: $1,000.00; 9,001 to 20,000 irrigated acres: $2,000.00; or 20,001 or more irrigated acres: $3,000.00 whichever applies to the Sponsor) must accompany the application or be sent to the office if using an online application. If the application is denied, 75% of the application fee and 100% of the reimbursement fee will be refunded to the applicant. Projects advancing from Water Development Program studies, which were completed within the last 5 years, are exempt from both the application and reimbursement fees.
- A project area map (8.5” x 11” required, PDF preferred) showing the district boundaries, project location and features should be provided. Include any reports or other supporting information available.
- Written verification from any municipality, county, joint powers board, irrigation district, or special district that is impacted by the project that they understand and accept those impacts.
- Include a copy of your bylaws and the document (PDF preferred) which created your entity.
- Written verification that the system includes a minimum of 1000 irrigated acres.
- Please send PDF files to WDO-PayRequest@wyo.gov this is preferred method of submitting applications and documentation. Application may also be printed and submitted by mail but this is NOT preferred.

I acknowledge that I have read and understand the application requirements and that the Application is complete and accurate.

_____ _____

Authorized Official Digital Signature of Authorized Official

ENTITY INFORMATION

_____ _____
Type of Entity - Irrigation District, Conservancy District, etc. Year of formation

_____
Applicant – Name of Entity

_____
P.O. Box and/or Street Address

_____ _____ Wyoming _____ _____-____
City County State Zip Code

_____
Phone Number

_____ _____
Contact Person Phone Number

The best time to reach the contact person is from: _____ to _____ Monday
(Please include a.m. or p.m.) _____ to _____ Tuesday
_____ to _____ Wednesday
_____ to _____ Thursday
_____ to _____ Friday

_____
Email for Contact Person

If the application was prepared by someone other than the contact person, please provide the following information:

_____ _____
Name Phone Number

_____
Email

REQUIRED INFORMATION

The purpose of this section is to gather information necessary for the development of the financing plan for the Level III construction project. Answer all questions completely and accurately. If you need help, please call the Water Development Office at 307-777-7626.

A. Requested Financing Plan

Please provide the following specifics regarding the financing plan you are seeking. Contact the WWDO for questions regarding specifics relating to existing Program criteria.

1. Please provide a brief statement describing the project for which you are seeking funding, including the reasons the project is needed. Describe the current situation with your water supply that will be improved by the project:

   _____

   a. Is this request for a material only project? ____ Yes ____ No
   b. What feasibility study is this project originating from? _____

2. What is the total estimated cost of the project? _____
   a. Questions 2 - 4 are based on the "WWDC Project Cost Estimate" form which is the last page of the application. This form MUST be completed and substitutes ARE NOT acceptable.

3. Total project costs eligible for WWDC funding: _____

4. Total project costs not eligible for WWDC funding: _____

5. Amount of eligible funding requested from WWDC: _____

6. WWDC Grant (Percentage of total WWDC eligible project costs): ____50 %

7. WWDC Loan (Percentage of total WWDC eligible project costs): ____0 %
   a. Please note: By submitting this application, you are acknowledging that you have reviewed the state statutes for your type of entity outlining the requirements for obtaining a loan.

8. If you are planning to obtain alternate loans or additional grants from other agencies to supplement your request from the WWDC, please describe your financing plans below:

   _____ _____ _____

   a. Is the additional funding available at this time? ____ Yes ____ No

   b. If not, when will the funding be available? _____

9. Is the project eligible for any federal funding? (Watersmart, etc.) ____ Yes ____ No
   If yes, please list which funding:

   _____

10. Please describe your financing plans and the schedule for the acquisition of the costs not eligible for WWDC funding:

    _____

11. Are additional right-of-way, access, or land purchases needed for the project? ____Yes ____No
    If yes, please describe what may be needed and when it will be obtained:

    _____

12. Are there any other items that will have to be completed prior to bidding? ____ Yes ____ No
    If yes, please describe what may be needed and when it will be completed:

    _____

13. Are any environmental assessments or clearances needed for the project? ____Yes ____No
    If yes, have they been obtained? ____Yes ____No
    If they have not been obtained when will they be obtained? _____

14. What is the expected bid date for construction? (design is complete and all required lands, permits, etc. are complete): _____

15. Does the Sponsor have the authority to adequately assess fees or collect funds to cover operation and maintenance expenses related to the water development project? ____ Yes ____ No

B. Financial Information

1. Service Area Information: (whole numbers)	Pre-Project	Post-Project
a. How many total acres are in the District?	_____	_____
b. How many acres are assessed?	_____	_____
c. How many acres are irrigated?	_____	_____
d. What is the annual water delivery in acre-feet per acre assessed?	_____	_____
e. How many individual landowners receive water?	_____	_____

f. What type(s) of on-farm irrigation water application is used? (e.g. center pivot, side roll, flood, etc.):

_____

g. Briefly describe the main crops and cropping patterns:

_____

h. Describe the water measuring devices currently in use:

_____

i. Percentage of farm turnouts with measuring devices: ____%
Are water devices recorded? ____Yes ____No

2. Water Usage (whole numbers)	Pre-Project	Post-Project
a. Estimate the total water (AF) provided by your system Annually:	_____	_____
b. Average Day Demand (AF):	_____	_____
c. Peak Day Demand (AF)	_____	_____

3. System Capacity: (whole numbers)	Pre-Project	Post-Project
a. Maximum capacity of the water supply system (acre feet per day):	_____	_____
b. Increased capacity needed (acre feet per day):	_____	_____
c. Estimated system water losses (percentage):	_____%	_____%

d. Identify the water rights, existing or needed, for the project. Describe the status of the water rights (e.g. filings, permits, adjudicated water rights):

_____

e. What is the factor (bottleneck) that is presently limiting your ability to provide water? (supply, canals, etc.):

_____

f. What will be the post-project factor (bottleneck) that will limit your ability to provide water? (supply, canals, etc.):

_____

g. Describe water conservation efforts (canal lining, on-farm pivots, etc.):

_____

4. District Financing

a. Is your assessment based on acres, acre-feet delivered, acre-feet of storage space, or other?
_____

b. How is voting authority delegated to water users? (shares, individuals, number of acres, etc.)

_____

	Pre-Project	Post-Project
c. What is the per unit amount of the current assessment (dollar & cents)?	_____	_____
d. If there is a basic service charge or first acre assessment in addition to assessments, how much is it (dollar & cents)?	_____	_____

5. Financial Statement (Whole dollar only)	Pre-Project	Post-Project
Annual revenues generated from assessments:	_____	_____
Annual revenues from other sources:	_____	_____
Total annual revenues: (Auto populates)	$ 0	$ 0
Annual payments for debt retirement:	_____	_____
Annual budget for typical operation and maintenance expenses:	_____	_____
Annual payments to a repair and replacement fund:	_____	_____
Annual payments to an emergency fund:	_____	_____
Annual payments for other purposes:	_____	_____
Total Annual payments: (Auto Populates)	$ 0	$ 0
Balance in repair and replacement fund:	_____	_____
Balance in emergency fund:	_____	_____

Explanation (if needed):

_____

Is the operation of the water supply system self-supporting in terms of revenues offsetting costs for operation, maintenance, debt retirement, replacement funds and emergency funds? ____Yes ____No
If not, how is the difference subsidized?

_____

C. Existing Water Supply System

1. Description of Direct Flow Supply (if any):

   a. Direct flow diversion right in cubic feet per second: _____

   b. Direct flow source (name of river, stream, etc.): _____

   c. Type of diversion (gravity headgate, pumps, etc.): _____

   d. Water transmission system (canal, pipeline, etc.): _____

2. Description of Stored Water Supply (if any):

   a. Name of storage facility (reservoir): _____ Location: _____

   b. Amount of stored water right in acre-feet: _____

   c. Is any of your water supply received from a federal facility? ____Yes ____No

      i. Name of federal facility: _____Percent of total supply: ____%

      ii. Acre feet from federal facility: _____

3. Description of Groundwater Supply (if any):

   a. Number of wells: ____

   b. Maximum well depth (ft): _____ Minimum well depth (ft): _____

   c. Total production capacity of all wells in gallons per minute: _____

D. Construction Delivery Method and Location

1. Please indicate the construction delivery method the Sponsor will use if the project is approved by the legislature. Please talk to your attorney if you have questions about the construction delivery methods.
   Design-Bid-Build _____ Design-Build _____Construction Manager At Risk_____

2. Project Location

   1. Provide a GPS location of either the actual project component location, or the end points of the project for pipeline(s), canal(s) etc. The GPS data does not need to be Survey quality, but can be generated from a hand-held device, phone or selected off Google Earth etc. The GPS information is for WWDO referance, not design.

NOTE: Incomplete applications WILL NOT be accepted. Incomplete Applications will be returned until acceptable, or rejected. Project Recommendations for funding WILL NOT be completed for incomplete or inaccurate Applications. Pay particular attention to the Financial Statement section B. 5., and ensure Pre-Project and Post-Project information is accurate and complete. Additionally, the WWDC Project Cost Estimate (next page) MUST be filled in. By signing the Application, the signatory is certifying that the Application is Complete and Accurate.

If you have questions related to completing the form please contact the Deputy Director of Construction or one of the Construction Project Managers for assistance. It is our desire to help you have a complete and accurate application to move your project forward.

WWDC PROJECT COST ESTIMATE

ALL * ITEMS NEED to be filled in (See Attached IS NOT acceptable) incomplete forms will be returned.

WWDC ELIGIBLE PROJECT COSTS

*** CONSTRUCTION COSTS Or Materials list for 100% Materials Only**

Mobilization, Bonds, Insuarance	$
	$
	$
	$
	$
	$
	$
	$
	$
	$

Cost of Project Components TOTAL	$ 0	(subtotal #1)
Construction Engineering Cost (subtotal #1 x 10%)	$ 0	
Components + Construction Engineering Costs	$ 0	(subtotal #2)
Contingency (subtotal #2 x 15%)	$ 0	
Construction Cost Total (subtotal #2 + Contingency)	$ 0	(subtotal #3)

PRE-CONSTRUCTION COSTS

Preparation of Final Designs & Specifications (subtotal #1 x 10%)	$ 0	
* Site Access Permit Fees (BOR, USFS, etc.)	$	
* Title Opinion	$	
* Acquisition of Access and Rights of Way	$	
Pre-construction Costs Total	$ 0	(subtotal #4)

TOTAL WWDC ELIGIBLE PROJECT COST

Total WWDC Eligible Project Cost (subtotal #3 + subtotal #4)	$ 0	(subtotal #5)

WWDC INELIGIBLE PROJECT COSTS

*** CONSTRUCTION COSTS**

	$
	$
	$
	$
	$
	$
	$

* Additional Cost for Construction Engineering	$	
* Additional Cost for Preparation of Final Designs & Specifications	$	
Total WWDC Ineligible Project Costs Total	$ 0	(subtotal #6)

TOTAL PROJECT COST

Total Project Cost (subtotal #5 + subtotal #6) $ 0

For Material Only Projects an itemized list of materials (list above) and expected costs is all that is required. A separate printed copy of this form needs to be submitted, stamped by a Wyoming registered Professional engineer (substitutes WILL NOT be accepted).