

Virginia Department of Environmental Quality  
 Application for Virginia Clean Water Revolving Loan Fund (VCWRLF)  
 Land Conservation

**Section A - Organizational Data**

Name of Loan Applicant		
Applicant Address		
Contact Person		
Phone	Fax	Email
Applicant Type		
State Government	Public Service Authority or Commission	
Local Government	Registered Non-Profit Organization	
Regional Government		

**Section B - Project Information**

Project Type		
Fee Simple Acquisition	Easement	Purchase of Development Rights (PDR)
Land/Property Use		
Public Use Allowed	No Public Use Allowed	Combination
Project Name:		
Latitude:	Longitude:	
Project Description, including scope of work and anticipated accomplishments:		
Landowner(s) Notified and Receptive to Negotiation	Yes	No
Letter from Landowner(s) attached (recommended)	Yes	No

**Section C - Project Budget Proposal**

Acquisition Costs	\$	Title Insurance Costs	\$
Legal Costs	\$	Environmental Audit	\$
Survey Costs	\$	Other Costs	\$
Appraisal Costs	\$	<b>Total Project Cost</b>	<b>\$</b>
<b>Amount VCWRLF Funds Requested</b>	<b>\$</b>	<b>Total Other Funding</b>	<b>\$</b>

**Section D - Assurances and Certifications**

The undersigned representative of the applicant certifies that the information contained herein and the attached statements and exhibits are true, correct, and complete to the best of their knowledge and belief. The undersigned also agrees to clarify or supplement information pertaining to this application upon request.

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

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Project Narrative

Describe the objectives and need for loan assistance. Give a description and current usage of the property. Include an assessment of property market value. Identify the expected results and benefits the proposal will have. Describe how the project is consistent with or complements local and regional plans. Describe any significant contributions the project will have in meeting the water quality purposes of this loan program. If possible, provide quantitative and qualitative projections on the benefits of the proposal. Give the names of organizations, cooperators, consultants, and others that will work on the project. Discuss the short-term and long-term management plans for the site. State the length of time that will be required to complete the project once the loan is approved. Identify any factors that might accelerate or delay the proposal.

Geographic Location

Give a precise location of the project area. Include USGS 7.5 Minute Topographical maps and other information that will assist in the evaluation of the proposal.

Support Documents

The application should include letters of support from individuals and organizations, resolutions from governmental bodies and others whose interest in the project proposal reflects wide community-based support for the application.

Appraisals

Following preliminary approval, one (1) original copy of a bonafide and acceptable appraisal must support the value of acquisition projects. The appraisal must be in compliance with the Virginia Relocation and Real Assistance Property Act. Full appraisals are not required at the time of application submittal.

Environmental Survey

The attached survey should be completed and included in the project application. If additional environmental information is available that is pertinent to the project proposal, it should be submitted with the application. Should additional studies be required (e.g., environmental impact statements (EIS), Phase I environmental surveys on approved acquisitions, historic surveys, nominations to National and State Historic Registries, endangered species studies and reports) they can be included in the total cost of the project.

Tax Exempt Status

Project applications from nonprofit organizations shall provide documentation in the application that gives proof of tax exempt status under §501 (c) (3) of the United States Internal Revenue Code. Additionally, the applicant must meet the holder requirements as described in the Code of Virginia §10.1-1009.

Attachments

- If applicant is not a current VRA borrower, submit 5 years of current audited financial statements (2015-2019) or refer to website where available.
- Submit current Capital Improvement Plan or provide estimated cost and description of additional planned projects.