

**WHAT: Village Capital Improvement Fund Program**

**For WHAT:** LOANS for Planning & Design  
of Drinking Water and/or Wastewater Infrastructure

**WHY:** To provide short-term, interest free funds to qualifying villages for planning and designing drinking  
(Purpose) water supply or distribution facilities, or wastewater collection or treatment facilities

**By WHOM:** Administered by: OWDA and OEPA  
Funded by: OWDA Village Capital Improvement Fund from OEPA contribution & OWDA Revenue Bonds Surplus

**For WHOM:** Incorporated Villages that have:  
(Eligibility Criteria)  
1. Median household income of \$37,134 or less, if population over 500 OR  
2. Population of less than 500 regardless of median household income.

**HOW MUCH:** Loan Amount: Max: \$25,000 for Planning and \$50,000 for Design for any one Village  
Not more than one loan outstanding in each of 4 categories:  
DW Planning, DW Design, WW Planning, WW Design

Eligible Costs: Feasibility studies, preliminary engineering plans, detailed engineering design, & legal fees during these processes

Loan Admin Fee: \$0

Contract Interest Rate: 0% for first 3 years,  
2.2% for remaining 7 years if not yet repaid

Rate Discounts: NA

Capitalized Interest Rate: 0%

Retainage: 0%

Planning/Design Repayment Rate: Choice of balloon repayment at time of construction  
OR 10 equal annual repayments

Construction Repayment Rate: NA

Late Pmt Penalty: 8% interest on the amount of the default

**HOW LONG:** Planning/Design Loan: Min: NA Max: 10 years  
(Contract Term) Construction Loan: NA

**WHEN:** Application: Due at OEPA 60 days prior to Jan, April, July, Oct OWDA Board meetings  
(which are conducted last Thursday of each month)

Loan Admin Fee: NA

Repayment Invoice: Mailed annually, approximately either May 15 or Nov 15 by OWDA to Village, per contract

Disbursements: 40% within 30 days from the Loan Agreement date  
40% upon receipt of Request letter with invoices showing the first 40% paid out  
20% upon receipt of Request letter with invoices showing second 40% paid out

Planning/Design Loan Repayment: Due earlier of: Time construction financing is received  
OR Commence annual payments 2 years after loan is awarded  
(May be rolled into construction loan)

Construction Loan Repayment: NA

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**WHERE:** Application from and to: OEPA DEFA (subject to economic and technical review)  
Disbursement request: OWDA Chief Engineer  
Repayment to: OWDA Accounting Dept

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**HOW: To Apply the Village must:**

1. Fill out and submit application form with a Plan of Study and other supporting documents as listed on the application.
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**For Loan Agreement approval the Village must:**

1. Pass legislation authorizing signing of the Loan Agreement.
  2. Complete any necessary assessment, tap-in and/or rate legislation;  
OR provide financial information to OEPA.
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**For Disbursement of loan funds the Village must:**

1. Send Request letter with invoices verifying the previous 40% has been paid out for consultant services.
  2. Submit Quarterly Planning reports to OWDA.
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Historic  
Documentation: Ohio Revised Code: Sections 717.10 and 717.11  
OWDA Board Action: Motion Aug 31, 1995  
Resolution 80-98  
Resolution 57-02