



FLOOD CONTROL REVOLVING FUND

APPLICATION REQUIREMENTS

The Flood Control Revolving Fund Application is a document that provides the information necessary for the Flood Control Revolving Fund to determine the technical, economic, and environmental need of the proposed flood project in accordance with Indiana Code 5-1.2-13. Approval of an application by the Indiana Finance Authority is for administrative purposes only and does not relieve the participant of its responsibility to properly design, build, and effectively operate and maintain the project. An electronic version of this document is available at www.srf.in.gov.

SUBMITTAL REQUIREMENTS:

1. All correspondence to the Flood Control Revolving Fund, including the application and any correspondence, must be sent with a transmittal letter signed by the Authorized Signatory as noted in the application.
2. All correspondence must be dated
3. Please submit **TWO (2)** copies of the application to:
Program Administrator
State Revolving Fund Loan Program
100 N. Senate Avenue, Rm. 1275
Indianapolis, IN 46204
Attn: Shelley Love

The application and any correspondence must include the following:

1. **The need for the proposed project.** Information should be presented to define the area(s) affected by the floods; the amount and extent of damages caused by floods; the frequency at which flooding occurs; and the necessity for and desirability of providing protection against the flood. As part of defining the need for the project, please identify at least one of the "flood control program" categories below which can be used to characterize the project. Provide an explanation of why the project is characterized as such.

"Flood Control Program" categories:

- (1) The removal of obstructions and accumulated debris from channels of streams.*
- (2) The clearing and straightening of channels of streams.*
- (3) The creating of new and enlarged channels of streams, wherever required.*
- (4) The building or repairing of dikes, levees, or other flood protective works.*

(5) The construction of bank protection works for streams.

(6) The establishment of floodways.

(7) Conducting all other activities that are permitted by the federal Flood Control Act and federal Clean Water Act.

2. **The need for funds to complete the project.** Provide a demonstration of why the municipality must borrow funds to carry out the project. Include if local or grant funds will be supplementing the cost of the project.
3. **Description of the project.** Describe the improvements that are needed to reduce, eliminate or protect the community from flooding.
 1. Current Situation: Please describe the existing conditions, including areas of flooding
 2. Project summary: Describe the proposed project including improvements to existing structures and new structures
 3. Modeling: Any existing models of the existing or proposed system, if available
 4. Figures:
 1. Please included an aerial map depicting the proposed project
 2. Please include a floodplain map showing the proposed project, if appropriate
 5. Please state whether land acquisition is required
 6. Maintenance: Describe what will be required of the participant to maintain the project once funded and constructed
4. **Estimated cost of proposed project.** Provide an engineers estimate of the project cost. This includes planning, design, construction, inspection, contingencies and legal & financial fees. Provide a breakout of costs if grant funds are used. Distinctly indicate the amount of funds requested from the IFA Flood Control Revolving Fund.
5. **Project Schedule:** Please provide a schedule for the project indicating milestones including, but not limited to, the following:
 1. Application submittal
 2. Anticipated application approval
 3. Applicable permits and anticipated approval
 4. Land and easement acquisition
 5. Advertise for bids
 6. Loan Closing
 7. Contract Award
 8. Initiation of construction
 9. Initiation of operation
6. **Statement of assurance to maintain and operate the project after completion.** In receiving Flood Control funds, the participant will need to provide assurance that this project is sustainable and will work and be around for many years. Please describe bow this will be achieved.

7. **Plan to repay loan.** Please indicate how the participant will repay the loan.

8. **Public Notice Requirement.** At least one public hearing shall be held prior to application by the applicant. The purpose of the public hearing shall be to discuss the application and any correspondence. A copy of the application shall be available for viewing by attendees at the hearing. Requirements for the hearing include:
 - The public hearing shall be publicized in a least one newspaper of general circulation in the study area a minimum of ten days prior to the date of the hearing
 - The application shall be available for public review for a minimum of ten days prior to the date of the public hearing.
 - Written comments shall be accepted during the hearing and for a period of five days following the hearing.