

Sponsor:

Project:

Agreement No.:

Grant Amount: \$ 125,000

**Department of Natural Resources and Conservation
Renewable Resource Grant and Loan Program**

Grant Submittal Requirements

The following items must be submitted to DNRC for review and approval prior to the disbursement of grant funds. Items shall be submitted throughout the development, design and construction phases to allow for a timely review by the Department. All applicable items shall have been submitted, reviewed, approved and filed prior to the disbursement of any funds by the Department.

DOCUMENT

DATE RECEIVED

A. CONSTRUCTION

- | | | |
|----|---|-------|
| 1. | a. Signed Engineering Contract | _____ |
| | b. Description of the selection process | _____ |
| 2. | Uniform Application/Facility Plan | _____ |
| 3. | Draft Bid Documents | _____ |
| 4. | DEQ Approved Bid Documents | _____ |
| | a. DEQ Approval Letter | _____ |
| 5. | Bid documentation: | |
| | a. Advertisement for Bids | _____ |
| | b. Affidavits of Publication | _____ |
| | c. Planholders List | _____ |
| | d. Bid Tabulation | |
| 6. | Award documentation: | |
| | a. Bid Award Letter | _____ |
| | b. Signed Construction Contract | _____ |
| | c. Contractor's Insurance Certification | _____ |

(Per Construction Contract)

- d. Contractor's Bond Certification
 - Bid Bond _____
 - Performance Bond _____
 - Payment Bond _____
- e. Notice to Proceed Letter _____

B. SPONSOR'S AND ENGINEER'S INSURANCE CERTIFICATIONS

- 1. Sponsor's Coverage
 - a. Property Coverage (if applicable) _____
 - b. Liability Coverage _____
 - c. Worker's Compensation Coverage _____
 - d. Surety Bond _____
- 2. Engineer's Coverage
 - a. Worker's Compensation Coverage _____

C. PERMITS/EASEMENTS (as applicable)

- 1. Proof of Water Right _____
- 2. DOT Encroachment Permits _____
- 3. Easements _____
- 4. Site Title Opinion _____

D. MATCH FUNDING DOCUMENTATION

- TSEP _____
- CDBG _____
- SRF _____
- INTERCAP _____
- RUS/RD _____
- SPONSOR'S CASH CONTRIBUTION _____
- OTHER FUNDING SOURCES _____