

Drinking Water and Groundwater Trust Fund REQUEST FOR DISBURSEMENT



RSA 485-F

RECIPIENT			LOAN/GRANT DISBURSEMENT					
Name: Village District of Eidelweiss			DWGT Project Number: DWGT-41					
PWS 1461010								
			Disbursement Request Number: 2					
Mailing Address: 1680 Conway Road, PO Box 299			Type of Requ	-	Final			
Madison, NH 03849-5217								
			Period Covered by this Request:					
			From: June 1	11, 2020	To: A	To: August 20, 2020		
Loan/Grant Amount: \$295,00.00 / 24% project cost								
CLASSIFICATION	TOTAL PROJECT DWG		ELIGIBLE PREV REQUESTS			THIS REQUEST		
Administrative Costs	\$	\$		\$		\$		
Pre-construction Costs	\$	\$		\$		\$		
Land and Easements	\$	\$		\$		\$		
Construction	\$ 1,060,576.50	\$ 295,0	00.00	\$ 66,926.28		\$ 108	\$ 108,413.76	
Construction Administration	\$	\$		\$			\$	
Equipment	\$	\$		\$		\$		
Miscellaneous Costs	\$\$			\$		\$		
Other (specify)	\$	\$		\$		\$		
Totals	\$ 1,060,576.50	\$ 295,0	00.00	\$ 66,926.28		\$ 108,413.76		
Percent of Loan/Grant Disbursed Previously: 22.68 %								
Total Percent of Loan/Grant Disbursed			59.44 %	of \$ 295,000			(loan/grant	
(Including This Request):							amount)	
I certify to the best of my knowledge and belief that the project costs incurred, as indicated above, are in accordance with								
the provisions of New Hampshire Revised Statute Annotated (RSA) 485-F and the loan/grant agreement for the project.								
The disbursement requested represents the DWGT share due which has not been previously requested. A thorough								
owner's inspection has been performed and all work for which a disbursement is being requested has been performed								
satisfactorily.								
LOAN/GRANT RECIPIENT								
Signature of Authorized Representative:								
Typed or Printed Name and Title:								
- ryped of Finited Name and File.								
Date: August 20, 2020								
NHDES DISBURSEMENT APPROVAL								
Signature:								
Title:								
Administrator, Drinking Water and Groundwater Trust Fund								
Date:								

DWGT DISBURSEMENT GUIDANCE

The Request for DWGT Disbursement form should be completed, signed and submitted:

- 1. The first request must be submitted within 6 months of execution of the loan/grant agreement.
- 2. Must be signed by the Authorized Representative.
- 3. Disbursement requests should be submitted no more than once per month.

NHDES can only disburse requested DWGTeligible equipment, engineering, related services and construction costs.

Contract amendments must be approved by NHDES first and require a Change Order form.

NHDES may hold disbursements until required reporting and documentation is up to date. NHDES will notify the loan/grant recipient if a disbursement is being withheld.

Any retainage is to be held by the loan/grant recipient and released to the contractor.

All disbursements must include backup material such as:

- 1. A summary list of the submitted invoices and construction payment requisitions. The list should include invoice number, date, amount and costs should be separated into the specific classifications.
- 2. All invoices for services, construction and miscellaneous costs (administrative, resident engineering, misc. costs, etc.).
- 3. Contractor's pay estimate for the time period covered by the disbursement request.
- 4. A running tabulation of all the above expenses should be submitted with each request. The tabulation should easily relate to the engineering services contract.
- 5. If applicable:
 - a. Davis Bacon Certification forms
 - American Iron and Steel (AIS) Certification form and AIS DeMinimus Tracking Form.
 - Disadvantaged Business Form (due annually by October 15) and Bidder's Form

At Substantial & Final Completion:

- Once substantial completion has been achieved an executed copy of the Certificate of Substantial Completion is required.
- 2. At final completion a Final Completion form and Contractor's Affidavit is required.

Classification of funds:

Typical classification on the disbursement request form is as follows:

Line 1. Administrative Costs (construction bid and environmental assessment advertisements, etc.).

Line 2. Pre-construction Costs (well exploration, design costs, etc.).

Line 3. Land and Easements (self-explanatory).

Line 4. Construction (see totals on latest contractor's pay estimate).

Line 5. Construction Administration (project inspection and related engineering costs).

Line 6. Equipment (self-explanatory).

Line 7. Miscellaneous Costs (direct purchase orders, force accounts, etc.).