

Section 1 – Conservation District Information

District Name: _____
Mailing Address: _____
Phone: _____ Email: _____
Federal ID Number: (FID) _____

Section 2 – Joint Applications

Not Applicable
 Applying Jointly with another District¹ District designated as the **primary applicant**: _____
List names of all districts applying jointly: _____

Section 3 – District Assets

List real estate, equipment, or other property currently owned by the district. Provide whether there are any outstanding liens or debts owed, name of the loan agency, and the remaining balance owed for each item listed. Attach additional pages if necessary.

Section 4 – Historical Financial Assistance

Has the district received previous financial assistance from the Soil & Water Conservation Commission? No Yes
If yes, list the five (5) most recent loans: _____

Section 5 – Infrastructure Request

Provide a detailed description of the infrastructure requested and identify if it is a purchase, lease, or other contractual agreement that provides the right of use. Attach additional pages if necessary and include plan details and photos, if available.

Infrastructure Cost: Total Cost: \$ _____ (purchase cost or monthly lease payment cost)
Cost Contribution: \$ _____ (minimum ten (10) percent of the total cost)

Source and description of cost contribution or other financial investments by the district. Attach additional pages if necessary.

For infrastructure purchases, does the district plan to generate additional income by subleasing a portion of the infrastructure?
 No Yes If yes, describe: _____

Loan Request: Amount Requested: \$ _____

¹ When two (2) or more districts apply jointly, each district shall complete an Infrastructure Equipment Loan Application (DOC-03). The primary applicant shall submit applications from all parties in one application package to the Division of Conservation.

Section 6 – Seller or Lessee Information *(from whom the infrastructure is being purchased or leased)*

Company Name: _____
Mailing Address: _____
Phone: _____ **Email:** _____
Contact Name: _____

Section 7 – Application Package

The following are required as part of the loan application package. Please verify all items below are included in the application package prior to submitting to the Division of Conservation:

- Completed infrastructure equipment loan application, or applications if applying jointly, to include all supporting documentation.
- Copies of the previous year's Annual Financial Report and current year's Annual Budget.
- Documentation demonstrating how the model procurement code shall be followed.

Section 8 – Certification

By checking the boxes below, the conservation district states it understands and agrees to the following statements:

- The district has approved the equipment loan request for infrastructure by vote at a meeting conducted in accordance with the Open Meetings Act, KRS 61.805 through 61.850.
- The district agrees to submit the monthly payment and report by the tenth (10th) day of each month.
- The insurance coverage shall be carried by the primary applicant in accordance with 416 KAR 1:020.
- The district has complied with KRS Chapters 45A and 56.

By signing below, I certify that all the information provided is true, accurate, and complete.

Printed Name _____

Signature _____

Date _____

If you have questions on how to fill out this form please contact the Division of Conservation at conservation@ky.gov.

The conservation district shall submit the complete application package in accordance with 416 KAR 1:020, Section 3, to the Division of Conservation at:

**Kentucky Department for Natural Resources
Division of Conservation
300 Sower Boulevard, Second Floor
Frankfort KY 40601**

For more information on the Division of Conservation, visit <https://eec.ky.gov/Natural-Resources/Conservation/Pages/default.aspx>.