



**CALIFORNIA DEPARTMENT OF BOATING AND WATERWAYS (DBW)  
LOCAL ASSISTANCE LOAN AND GRANT PROGRAMS**

**APPLICATION FOR LOAN OR GRANT FUNDING**

*Prior to completing and submitting this application, please contact DBW at (916) 263-8165. This form must be filled out and submitted to DBW no later than April 1<sup>st</sup>. An electronic version of this form can be obtained from the DBW website at [www.dbw.ca.gov](http://www.dbw.ca.gov). Use a separate application for each loan or grant.*

**USE ADDITIONAL SHEETS AS NECESSARY IN COMPLETING THIS APPLICATION. CROSS-REFERENCE EACH ADDITIONAL SHEET TO THE ITEM NUMBER BELOW.**

<i>For DBW Use Only:</i>		<i>Assigned to:</i>
<b>1. DATE SUBMITTED</b>	<b>2. RECEIVED BY DBW</b>	<b>APPLICATION NUMBER</b>

**APPLICANT INFORMATION**

<b>3. LEGAL NAME OF APPLICANT</b>  	<b>4. TYPE OF APPLICANT</b> <input type="checkbox"/> City <span style="float: right;"><input type="checkbox"/> County</span> <input type="checkbox"/> Special District <span style="float: right;"><input type="checkbox"/> Federal Government</span> <input type="checkbox"/> Private – Inc., LLP, Other _____ <input type="checkbox"/> Other Public Agency (specify): _____
<b>5. MAILING ADDRESS OF APPLICANT</b>  	<b>6. CONTACT INFORMATION</b>  Name: Title: Address (if different): Telephone: E-mail:

**GENERAL PROJECT INFORMATION**

<b>7. NAME OF PROJECT</b>
<b>8. PROJECT LOCATION AND BODY OF WATER PROJECT IS LOCATED ON</b> <i>(Attach a site map.)</i>
<b>9. HAS A DBW REPRESENTATIVE VISITED THE PROJECT SITE?</b> <i>(yes or no. If yes, what date)</i>

<b>10. PROJECT COMPONENTS</b> <i>(Check all that apply.)</i>		
<b>Boat Launching Facility:</b>	<b>Marina:</b>	
<input type="checkbox"/> Ramp <input type="checkbox"/> Boarding Floats <input type="checkbox"/> Parking <input type="checkbox"/> Electrical <input type="checkbox"/> Slope Protection <input type="checkbox"/> Fish Cleaning Station	<input type="checkbox"/> Restrooms <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____	<input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____

**11. DESCRIBE THE PROJECT TO BE FINANCED WITH DBW FUNDING.**

**12. LIST ALL PERMITS AND APPROVALS REQUIRED TO CONSTRUCT THE PROJECT**

**13. STATUS OF PERMITS**

**A. Permit** \_\_\_\_\_

- Not started
- In progress (*Attach copy of app*)
- Date of consideration \_\_\_\_\_
- Expected completion \_\_\_\_\_
- Approved (*Attach copy*)

**B. Permit** \_\_\_\_\_

- Not started
- In progress (*Attach copy of app*)
- Date of consideration \_\_\_\_\_
- Expected completion \_\_\_\_\_
- Approved (*Attach copy*)

**C. Permit** \_\_\_\_\_

- Not started
- In progress (*Attach copy of app*)
- Date of consideration \_\_\_\_\_
- Expected completion \_\_\_\_\_
- Approved (*Attach copy*)

**SPECIFIC PROJECT INFORMATION**

**14. REQUESTED FUNDING AMOUNT**

\$ \_\_\_\_\_

**A. LOAN (Marinas)**

**B. GRANT (Public BLF)**

**15. ESTIMATED PROJECT TIMELINE**

Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

*Attach schedule, see instructions*

**16. PROJECT**

New

Previous Year (s) of DBW funding\*

*\*Attach description of year and purpose of funding*

**17. ESTIMATED PROJECT COSTS**

*(If more than one infrastructure project category is identified in Section 9, attach an itemization of the costs for each category selected.)*

**Cost Category**

- a. Construction
- b. Engineering (12%)\*
- c. Escalation (10%)\*
- d. Contingency (10%)\*
- e. Inspection (5%)\*
- f. Permits (3%)\*
- \*(of construction sub-total)
- h. **TOTAL**

**Amount**

- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_

*Attach itemization of costs that have been expensed on a separate sheet.*

**18. ESTIMATED PROJECT FUNDING SOURCES/AMOUNTS**

**Source**

- a. DBW
- b. Applicant
- c. City/County
- d. Other State Sources
- e. Federal
- f. Other (specify): \_\_\_\_\_
- g. Other (specify): \_\_\_\_\_
- h. **TOTAL**

**Amount**

- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_
- \$ \_\_\_\_\_

*TOTALS in Sections 17 and 18 must equal.*

**19. STATUS OF OTHER PROJECT FUNDING SOURCES**

*(Attach copy of any funding applications, or approved letters of intent to fund.)*

Name of Funding Source	Status of Funding			
	Applied For		Approved	
a. _____	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
b. _____	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
c. _____	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
d. _____	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
e. _____	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO

**20. STATUS OF PROJECT PLANNING**

**Completed**

- Technical Feasibility Study  YES  NO
- Preliminary Design  YES  NO
- Cost Analysis  YES  NO
- Final Design  YES  NO

**21. ENVIRONMENTAL IMPACT (NEPA/CEQA)**

Expected/Determined Level of CEQA Clearance:

- Notice of Exemption
- Negative Declaration
- Environmental Impact Report (EIR)
- Unknown

Status of NEPA/CEQA Compliance:

- Not Started, Expected Completion Date: \_\_\_\_\_
- In Progress, Expected Completion Date: \_\_\_\_\_
- Adopted/Approved *(Attach Copy of app or approval)*

**APPLICANT FINANCIAL INFORMATION (Loan Applicants Only)**

**22. SOURCE OF REPAYMENT OF DBW LOAN**

*(Attach balance sheets & income and expense statements for the most recent 12 months)*

- Marina Enterprise Fund
- Other Explain \_\_\_\_\_

**23. FISCAL YEAR**

- What is the Applicant's fiscal year? \_\_\_\_\_ to \_\_\_\_\_

**24. Provide 1 complete copy of the 3 most current audited financial statement reflecting the repayment source identified in Section 22.**

*(Attach to the Application, provide link to data, OR provide data on CD)*

**25. Does the Applicant have any outstanding debt secured by the repayment source identified in Section 22?**  YES  NO

*(If yes, provide one (1) complete copy of all outstanding debt instruments including financing agreements, lease agreements, and official statements.)*

**26. Please attach the most current appraisal of property.**

*(Do not order an appraisal until discussed with DBW and requested in writing by DBW)*

**PUBLIC BENEFIT AND ECONOMIC DEVELOPMENT INFORMATION**

27. What are the public benefits of the project?

What are the projected *economic* development benefits of the proposed project?

Is the project a part of a larger community development plan or strategy?

YES     NO, *If "Yes", please explain and provide a copy of the supporting development plan or Master Plan.*

**OTHER INFORMATION**

28. Does Applicant own the project site? Does Applicant hold a long-term lease agreement on the project site? Does Applicant operate the site through a concessionaire? Applicant must own or control the project area and rights of way to and from the project area. Applicant must also operate and maintain the facility for the life of the grant (20 yrs) or loan (30 yrs). *(Provide copies of any related lease agreements, etc. concerning the control and operation of the project site.)*

29. Provide a Resolution from the governing body authorizing Applicant to apply for funding.  
*(SAMPLE ENCLOSED)*

30. Attach copies of any initial drawings or designs.

31. If the Applicant has retained an outside engineer, design or other consultant for the Project, please provide the contact information.

Name:	Name:
Title:	Title:
Company:	Company:
Address:	Address:
Telephone:	Telephone:
E-mail:	E-mail:

**APPLICANT ACKNOWLEDGEMENT AND SIGNATURE**

Under penalty of perjury, I hereby certify that I am an authorized representative of the Applicant, and that I have been authorized by the Applicant by resolution to execute this Application for DBW funding.

**AUTHORIZED SIGNATURE**

**PRINT NAME AND TITLE**

**DATE**

**DEPARTMENT OF BOATING AND WATERWAYS  
LOCAL ASSISTANCE LOAN/GRANT PROGRAM**

*APPLICATION INSTRUCTIONS*

***USE ADDITIONAL SHEETS AS NECESSARY. CROSS-REFERENCE EACH ADDITIONAL SHEET TO THE RESPECTIVE ITEM NUMBER ABOVE.***

***Download the electronic version of the Application, available at [www.dbw.ca.gov](http://www.dbw.ca.gov). Insert data into the shaded areas. Use your Tab key to go from one shaded area to the next.***

1. Self-explanatory.
2. For DBW use only.

**APPLICANT INFORMATION**

3. Provide full, legal name of Applicant.
4. Check appropriate box.
5. Provide mailing address.
6. Provide contact information.

**GENERAL PROJECT INFORMATION**

7. Provide full, legal name of project.
8. Provide the Project location information, address, and name of body of water project is located on. Attach a site map of the Project on a separate piece of paper.
9. Check appropriate box(es).
10. Provide a brief description of the Project to be financed.
11. Describe the project.
12. Identify all required permits

**SPECIFIC PROJECT INFORMATION**

13. Identify status of obtaining each required permit.
14. Total amount of funds requesting.
  - A. Check box if a loan.
  - B. Check box if a grant.
15. Attach schedule showing dates of project planning, design, construction, and completion.
16. Are the funds requested new, or a continuation of a previous project? Attach a description of the purpose of prior funding.
17. Estimated project cost. The % is based on construction sub-total.
18. Estimate the project funding sources and amounts.
19. Fill in the name of any other funding sources and whether funds have been applied for and/or are approved.
20. Check appropriate box.

21. Check appropriate box and fill in as directed.

**SOURCE OF REPAYMENT AND NEED FOR FINANCING**

*(Loans Only)*

22. Check appropriate box and describe the revenue source that will be used as repayment.
23. What is the fiscal year?
24. Provide current 3 years of audited financials. Describe any outstanding debt.
25. Check appropriate box.
26. Supply most current appraisal.

**PUBLIC BENEFIT AND ECONOMIC  
DEVELOPMENT INFORMATION**

27. Describe the public benefits of the proposed Project, including how the Project promotes economic development and will develop and enhance public infrastructure in a manner that will attract, create and sustain recreational boating and other amenities in the community and will enhance the quality of life and community amenities for area residents, and any other public benefits.

**OTHER INFORMATION**

28. Self-explanatory.
29. Self-explanatory.
30. Self-explanatory.
31. Self-explanatory

**APPLICANT ACKNOWLEDGEMENT AND SIGNATURE**

To be signed by the authorized representative of the Applicant per resolution.

**\*Cross-reference any attached documents to its corresponding item number in the application\***

**MAIL COMPLETED APPLICATION TO:**

Department of Boating and Waterways  
Attn: Sylvia O. Hunter, Chief  
Boating Loans, Information & Planning  
2000 Evergreen Street, Suite 100  
Sacramento, California 95815