




Martin O'Malley  
Governor

Robert M. Summers, Ph.D.  
Secretary

Anthony G. Brown  
Lieutenant Governor

## MEMORANDUM

TO: All Revolving Loan Fund Borrowers

FROM: Jag Khuman, Director   
Maryland Water Quality Financing Administration

DATE: June 1, 2011

SUBJECT: Administrative Fee – Fiscal Year 2012

Section 3.04 (c)(iii) of your Loan Agreement with the Maryland Water Quality Financing Administration (MWQFA) requires that each year, the MWQFA provide you with notice of the uniform percentage rate for calculating its Administrative Fee for the succeeding fiscal year. The percentage rate has been calculated based in the Fiscal Year (FY) 2012 budget for the operations of the two Revolving Loan Fund (RLF) programs, up to 10% permitted fund balance, and special factors as determined by the Secretary.

In FY 2012, the percentage will remain at the current rate of 5%. The actual cost of operating the two RLF programs exceeds the amount available from the loan Administrative fees, and this excess will be paid from other State and federal sources.

The Administrative Fee will be included on the July 2011 billings for the loan debt service repayments, which are payable by August 1, 2011. If you have any questions regarding the Administrative fee, please call me at 410-537-3119.