



Issuing a Private Activity Bond

Welcome to our guide on how to issue a private activity bond with the California Pollution Control Financing Authority (CPCFA). Follow these four simple steps and get started on financing your project today.

Step 1: CPCFA Initial Resolution (IR)

Application Filing Deadline

Submit the IR application at least 30 days in advance of the requested IR approval date. The Financing Team will determine the best date for IR approval.

IR Approval

The IR is approved under the Executive Director's Delegation of Authority and the IR is valid for 3 years.





Step 2: CPCFA Final Resolution (FR) and Tax Equity and Fiscal Responsibility Act (TEFRA)

1 FR/CDLAC Application Deadline

Financing Team submits the FR/CDLAC Application to CPCFA on or before the deadline.

2 TEFRA Notice Due to CPCFA

The TEFRA notice (Drafted by Bond Counsel) must be received by CPCFA on the specified deadline.

3 Hold TEFRA Hearing

The TEFRA Hearing will be held by CPCFA after the notice deadline.

4 Bond Documents in Finalized Form

Financing Team will ensure that the Bond Documents are in substantially final form before the CPCFA board meeting.



Step 3: CDLAC Allocation and CPCFA FR Approval

1

CPCFA Submits CDLAC Application

CPCFA submits FR/CDLAC application to CDLAC on behalf of the applicant along with all the required permits.

2

Determine the Best Board Meeting Dates

CDLAC will consider throughout the year and hold several rounds for allocation resolutions. CPCFA will consider FR approvals at monthly board meetings



Step 4: Issuance



Range of Closing Dates

CDLAC allocation remains valid for 180 days. Once projects receive allocation through CDLAC and FR approval through CPCFA, the bonds are sold through a public/private offering best fitting the borrower's specific needs.



Post-Closing Documents

Bond Counsel provides CPCFA with the CDLAC Report of Action Taken and the IRS form 8038.



FINANCING TEAM DETAILS

Bond Counsel and Underwriter must be part of the State Treasurer's list of approved firms. Additionally, Financial Advisors must be a registered Municipal Advisor. For easy access, links to approved entities are below:

Approved Firms

[Bond Counsel](#)

[Underwriter](#)

Financial Advisors

[MSRB-Registered Municipal Advisor Firms](#)



DOCUMENTS NEEDED

IR Application

IR (Provided by Bond Counsel)

FR/CDLAC Application with all necessary permits

FR (Provided by Bond Counsel)

TEFRA Notice (Provided by Bond Counsel)

Bond documents – substantially final form by CPCFA board meeting

CPCFA Cost of Issuance Form (Completed by Underwriter or Municipal Advisor)

IRS Form 8038 and Report of Action Taken (RAT) (Provided by Bond Counsel post-closing)

