



CITY OF MILTON Utility Assistance Program Policy

BACKGROUND

The Coronavirus Aid, Relief, and Economic Security (CARES) Act was passed by Congress with overwhelming, bipartisan support and signed into law by the President on March 27, 2020. This economic relief package provides direct economic assistance for American workers, families and small businesses. Through the Coronavirus Relief Fund, the CARES Act provided payments to State, Local and Tribal governments impacted by the COVID-19 outbreak.

On May 20, 2020, the Washington State Department of Commerce notified the City of Milton that they will release a portion of the CARES Act funding to local governments. The City's portion of these funds is \$237,900. The City of Milton will utilize these funds to cover unanticipated and unbudgeted costs for public health and safety related to COVID-19, as well as to help individuals and families overcome economic hardships related to COVID-19.

FUNDING

The City of Milton is allocating \$50,000 from the City's portion of CARES Act funding to implement a Utility Assistance Program.

PURPOSE

To help those citizens of the City of Milton who have been impacted by COVID-19 and provide eligible residential utility customers assistance with their City of Milton utility bills up to \$300. Funds will be credited directly to City of Milton utility bills and may only be used for services provided after March 11, 2020.

QUALIFICATIONS

- Must be a City of Milton residential utility customer within the Milton city limits.
- Meet the household net income requirements (listed below).
- Have a meter that calculates the utility use for your household (as opposed to a shared meter for multiple units).
- Must be negatively impacted by COVID-19 in one of the following ways:
 - Death of immediate family member due to COVID-19
 - Loss of job or income due to COVID-19
 - Loss of childcare due to COVID-19
 - Sudden illness or injury due to COVID-19
 - Substantial loss of funds due to COVID-19
 - Disabled or ill household member due to COVID-19
 - Other impacts as determined (explain in detail on application)

NET INCOME LIMITS (300% of federal poverty guidelines)

For purposes of this policy, monthly household net income is defined as monthly household income after taxes and other authorized deductions.

Household Size (Number of Persons)	Maximum Monthly Household Net Income
1	\$3,190
2	\$4,310
3	\$5,430
4	\$6,550
5	\$7,670
6	\$8,790
7	\$9,910
8	\$11,030

LIMIT ON USE OF FUNDS

Disbursement of funds up to \$300 per household will be credited directly to City of Milton utility bills and may only be used for services provided after March 11, 2020. Funds are restricted to the payment of City of Milton utility services only. The funds cannot be used to pay the following:

- Late Fees
- NSF Fees
- Reconnect Fees
- Payments in arrears prior to March 11, 2020

TO APPLY

- Complete a Utility Assistance Program Application. Only one application per household may be submitted.
- Attach documentation of household income. Acceptable income documents include:
 - Paycheck stubs
 - Child support invoices
 - SSI/SSDI award letters
 - Retirement pension or IRA statements
 - Interest, dividends or annuities statements
 - DSHS documents such as Lifeline/GAU or TANF
 - State Labor and Industry Veterans Affairs statements
 - Unemployment compensation documents
 - Rental property income documents
 - Self-employment income verification
- Attach a copy of identification such as a driver's license, passport, etc. The address on the identification must match the utility service address.

Application deadline is Friday, October 30, 2020

Limited funds are available and will be awarded on a first come, first served basis as determined by completed applications and proper documentation.

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Application deadline is Friday, October 30, 2020

I certify and declare under penalty of perjury that the information I have provided with this application is accurate to the best of my knowledge. I also give my permission for the City of Milton's Utility Assistance Program Representative to request/release necessary information that may result in my receiving benefits. I hereby authorize the City of Milton to release billing information to the City's Utility Assistance Program Representative in order to process my application. I understand this application and any information submitted to the City is a public record and may be subject to disclosure under RCW 42.56.

I am requesting assistance for the utility account associated with the residence where I live. I understand that I may or may not receive assistance under this program and, if assistance is provided, it will be in the form of a credit applied directly to my utility account.

Applicant Signature _____ Date _____

Please submit completed applications and documentation to the City of Milton:

BY EMAIL utilities@cityofmilton.net

BY MAIL City of Milton
Utility Assistance Program
1000 Laurel Street
Milton, WA 98354

BY DROP BOX Utility payment boxes are located at:
Milton City Hall
1000 Laurel Street
Milton, WA 98354

Utility Assistance Program Review (for City use only)

Approved Yes No Comments _____

Review Signature _____ Date _____

Approval Signature _____ Date _____