

D-18: APPLICATION FOR UTILITY LINE CONNECTION ON PRIVATE PROPERTY

LCDBG PUBLIC FACILITIES PROGRAM HOMEOWNER'S APPLICATION FOR SEWER OR WATER LINE CONNECTION ON PRIVATE PROPERTY

COMMUNITY: _____ CONTRACTOR: _____
 PROGRAM YEAR: _____ CURRENT DATE: _____ / _____ / _____

HOMEOWNER'S NOTIFICATION AND PRELIMINARY QUALIFICATION

The _____ has secured grant funds to install/improve a sewer or water system to serve your neighborhood. Once the sewer or water system is installed, it is each homeowner's responsibility to install a service line on your property to connect your house plumbing to the system mains.

However, if your income is less than the amount noted below for the number of people residing in your home, you may qualify to have the _____ install your service line on your property to connect your house plumbing to the sewer or water system.

Check the one that applies based on your total 20____ income, or your current income.

HUD Income Limits for FY _____ PARISH _____

The Household's INCOME is:

Please **circle** the number corresponding to the income category and number of persons **living in your household**. The income is determined by computing the total income of all household residents for the last three months and then multiplying that number by four.

	<u>1 Person</u>	<u>2 Persons</u>	<u>3 Persons</u>	<u>4 Persons</u>	<u>5 Persons</u>	<u>6 Persons</u>	<u>7 Persons</u>	<u>8 Persons</u>
Moderate – less than								
Low – less than								
Extremely Low – less than								

If your total household income is greater than the highest annual income listed above for the number of people in your house, you do not qualify for the free service line. You will still be able to connect to the sewer or water system but you will have to pay for the service line on your property and you do not have to complete this form.

If your income is less than the annual income allowed for the number of people in your house, proceed with completing the remainder of this form.

AGREEMENT FOR FREE SERVICE LINE

In addition to installing all the sewer or water mains in the right-of-way and/or utility easement, the _____ will hire a contractor/plumber to install the service line from the location of the new mains to the location of your house plumbing (including the connection) at no cost to residents who qualify as low-to-moderate income households. The _____ will pay a contractor/plumber to install this service line at no cost to you, if you qualify based on the income limits, and sign and return this form requesting the service line with the proper income documentation.

I am the owner of the listed property and desire the service line to be installed by the _____. I agree to allow the _____ Officials, Engineers, and Contractors access to my property to install the service line and connect it to my house plumbing.

I, as the owner, understand that the Contractor/Plumber is required to dig and install a service line. He will use laborers, equipment, tools, materials, PVC service lines and fittings.

I also know that the property will be disturbed, but the Contractor/Plumber will try and restore the property to as close to its original condition as possible. When the work is finished, I, as the Owner, agree to maintain the service line on my property.

_____ Officials and Engineers will inspect the work to see that the job is done correctly, accept the project when completed, and pay for the service line and connection to my house.

I hereby certify that I am a low-to-moderate income household and that the total annual household income at this address is less than the limits allowed based on the total number of people living in the house and I am providing documentation to support this.

I do qualify for the free service line and have completed Parts A, B and C of this form (including attaching the appropriate supporting information of the household income) and that all of this information is correct and true.

Signature of Homeowner

Date

PART A: TO BE COMPLETED BY ALL RESIDENTS REQUESTING THE FREE SERVICE LINE INSTALLATION

Print Name of Homeowner

Address Where Service Line is Desired

Mailing Address

Phone Number

PART B: RESIDENTS REQUESTING A FREE SERVICE LINE MUST PROVIDE AT LEAST ONE OF THE FOLLOWING:

I am attaching at least one of the following for everyone in my household to document our income:

A copy of a 20___ Federal Income Tax Return for everyone who lives in the house; or

A copy of our latest report on Food Stamps or Social Security Benefits; or

A copy of all of the government checks for everyone who lives in the house; or

A copy of other information such as a W-2 form to document your current income.

TO BE COMPLETED BY ALL HOUSEHOLDS REQUESTING THE FREE SERVICE LINE

INCOME INFORMATION: LIST ALL HOUSEHOLD RESIDENTS AND THEIR INCOME

Resident's Name	Income Source	Amount (\$)

PART C: RESIDENTS REQUESTING FREE SERVICE LINE CONNECTION MUST PROVIDE THE INFORMATION BELOW

Enter Information Regarding the Head of Household Only

HEAD OF HOUSEHOLD: Racial Category (Check the box for the Head of Household's Racial Category):

African American or Black

African American or Black and White

White

Alaskan Native or American Indian and White

Alaskan Native or American Indian

Alaskan Native or American Indian and Black

Asian

Asian and White

Native Hawaiian or Other Pacific Islander

Other Multi Racial

Please **mark this box if the Head of Household is of the following ethnicity:** Hispanic or Latino

Please **mark this box if the Head of Household is single.** Single Head of Household

LCDBG PUBLIC FACILITIES PROGRAM TENANT'S APPLICATION FOR SEWER OR WATER LINE CONNECTION ON PRIVATE PROPERTY

COMMUNITY: _____ CONTRACTOR: _____

PROGRAM YEAR: _____ CURRENT DATE: _____ / _____ / _____

TENANT'S NOTIFICATION AND PRELIMINARY QUALIFICATION

The _____ has secured grant funds to install/improve a sewer or water system to serve your neighborhood. Once the sewer or water system is installed, it is each homeowner's responsibility to install a service line on your property to connect your house plumbing to the system mains.

However, for rental houses, if the tenant's household income is less than the amount noted below for the number of people residing in the rental unit, you may qualify to have the _____ install your service line on the property to connect the house plumbing to the sewer or water system.

Check the one that applies based on tenant's household total 20____ income, or its current income.

HUD Income Limits for FY _____ PARISH _____

The Household's INCOME is:

Please **circle** the number corresponding to the income category and number of persons **living in the household**. The income is determined by computing the total income of all household residents for the last three months and then multiplying that number by four.

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Moderate – less than								
Low – less than								
Extremely Low – less than								

If the tenant's total household income is greater than the highest annual income listed above for the number of people in the house, as landlord you do not qualify for the free service line. The landlord will still have to connect to the sewer or water system but will have to pay for the service line on your property and this form does not need to be completed.

If the tenant's income is less than the annual income allowed for the number of people in the house, the landlord and the tenant should proceed with completing the remainder of this form.

AGREEMENT FOR FREE SERVICE LINE

In addition to installing all the sewer or water mains in the right-of-way and/or utility easement, the _____ will hire a contractor/plumber to install the service line from the location of the new mains to the location of your house plumbing (including the connection) at no cost to the tenant or property owner which qualifies as low-to-moderate income households. The _____ will pay a contractor/plumber to install this service line at no cost to you, if the tenant qualifies based on the income limits, and the property owner and tenant sign and return this form requesting the service line with the proper income documentation.

We are the tenant and the owner of the listed rental property and desire the service line to be installed by the _____. We agree to allow the _____ Officials, Engineers, and Contractors access to the property to install the service line and connect it to the house plumbing.

We understand that the Contractor/Plumber is required to dig and install a service line. He will use laborers, equipment, tools, materials, PVC service lines and fittings.

We also know that the property will be disturbed, but the Contractor/Plumber will try and restore the property to as close to its original condition as possible. When the work is finished, I, as the property owner/landlord, agree to maintain the service line on my property.

_____ Officials and Engineers will inspect the work to see that the job is done correctly, accept the project when completed, and pay for the service line and connection to my house.

I, as the tenant, hereby certify that I am a low-to-moderate income household and that the total annual household income at this address is less than the limits allowed based on the total number of people living in the house and I am providing documentation to support this.

I, as the tenant, do qualify for the free service line and have completed Parts A, B and C of this form (including attaching the appropriate supporting information of the household income) and that all of this information is correct and true.

 Signature of Tenant Date Signature of Property Owner/Landlord Date

PART A: TO BE COMPLETED BY TENANT REQUESTING THE FREE SERVICE LINE INSTALLATION

 Print Name of Tenant

 Address Where Service Line is Desired

 Mailing Address of Tenant

 Phone Number of Tenant

PART B: ALL TENANTS REQUESTING A FREE SERVICE LINE MUST PROVIDE AT LEAST ONE OF THE FOLLOWING:

I am attaching at least one of the following for everyone in my household to document our income:

- A copy of a 20___ Federal Income Tax Return for everyone who lives in the house; or
- A copy of our latest report on Food Stamps or Social Security Benefits; or
- A copy of all of the government checks for everyone who lives in the house; or
- A copy of other information such as a W-2 form to document your current income.

TO BE COMPLETED BY ALL HOUSEHOLDS REQUESTING THE FREE SERVICE LINE

INCOME INFORMATION: LIST ALL HOUSEHOLD RESIDENTS AND THEIR INCOME

Resident's Name	Income Source	Amount (\$)

PART C: TENANTS REQUESTING FREE SERVICE LINE CONNECTION MUST PROVIDE THE INFORMATION BELOW

Enter Information Regarding the Head of Household Only

HEAD OF HOUSEHOLD: Racial Category (Check the box for the Head of Household's Racial Category):

- | | |
|---|---|
| African American or Black | African American or Black and White |
| White | Alaskan Native or American Indian and White |
| Alaskan Native or American Indian | Alaskan Native or American Indian and Black |
| Asian | Asian and White |
| Native Hawaiian or Other Pacific Islander | Other Multi Racial |

Please **mark this box if the Head of Household is of the following ethnicity**: Hispanic or Latino

Please **mark this box if the Head of Household is single**. Single Head of Household