



Recognizing there is a substantial need for financial assistance the City has created a utility bill, rental and mortgage relief program.

Please understand there is a limited amount of funding and once depleted assistance will no longer be available unless additional funding sources are made available through state or federal government. This financial assistance is in addition to the discounts currently offered and provided to low income utility customers.

Proof of income, layoff and household information is required to consider this application complete. Appropriate documentation may include a letter from your employer, verification of hours reduced or layoff from employer, paystubs, or any additional information that will show an impact from the COVID-19 virus and employee identification or a copy of your Department of Revenue business license.

Rental and mortgage relief will be mailed to eligible applicants and utility amounts will be credited to utility bills based on the matrix outlined below. Applicants must be a City of Port Angeles utility customer.

House hold size	Federal Poverty Level		200% of Poverty Level		300% of Poverty Level		Greater than 300% of Poverty Level	
	Annual Maximum Income	Relief Amount	Annual Maximum Income	Relief Amount	Annual Maximum Income	Relief Amount	Annual Income Greater than	Relief Amount
1	\$12,760	\$100.00	\$25,520	\$75.00	\$38,280	\$60.00	\$38,281	\$45.00
2	\$17,240	\$140.00	\$34,480	\$110.00	\$51,720	\$90.00	\$51,721	\$70.00
3	\$21,720	\$175.00	\$43,440	\$150.00	\$65,160	\$125.00	\$65,161	\$100.00
4	\$26,200	\$210.00	\$52,400	\$190.00	\$78,600	\$165.00	\$78,601	\$140.00
5 +	\$30,680	\$250.00	\$61,360	\$225.00	\$92,040	\$200.00	\$92,041	\$175.00

Apartments and Condos:

House hold size	Federal Poverty Level		200% of Poverty Level		300% of Poverty Level		Greater than 300% of Poverty Level	
	Annual Maximum Income	Relief Amount	Annual Maximum Income	Relief Amount	Annual Maximum Income	Relief Amount	Annual Income Greater than	Relief Amount
1	\$12,760	\$70.00	\$25,520	\$50.00	\$38,280	\$34.50	\$38,281	\$24.00
2	\$17,240	\$100.00	\$34,480	\$70.00	\$51,720	\$50.00	\$51,721	\$34.50
3	\$21,720	\$122.50	\$43,440	\$86.00	\$65,160	\$60.00	\$65,161	\$42.00
4	\$26,200	\$147.00	\$52,400	\$103.00	\$78,600	\$72.00	\$78,601	\$50.50
5 +	\$30,680	\$175.00	\$61,360	\$122.50	\$92,040	\$86.00	\$92,041	\$60.00

Please return completed applications and attach any documentation that demonstrates the financial impact resulting from the COVID-19 emergency to your household by email to utilities@cityofpa.us or by mail to 321 E. 5th Street, Port Angeles, WA 98362. Applications can also be left in the payment drop box across from the City Hall main entrance at 321 E. 5th Street, Port Angeles, WA 98362.

Name: _____

Address: _____

Phone Number: _____

Email: _____

How many people are in your household? _____

What was your total household income based on the previous month. (Please include all forms of income including, but not limited to, social security, unemployment and child support):

	Yes	No
Is your residence an apartment or condo?	<input type="checkbox"/>	<input type="checkbox"/>

	Yes	No
Have you had work hours reduced, or been temporarily, or permanently, laid off due to the COVID 19 virus?	<input type="checkbox"/>	<input type="checkbox"/>

Are you currently receiving discounted utility services? (Note that if you are receiving a discount this will not disqualify you from being able to obtain utility bill relief):

	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

If you answered yes, you do not need to re-submit new documentation unless information has changed.

BUSINESSES:

Approved businesses will receive a credit of \$200.00 toward their monthly utility bill.

Was your business impacted by any of the following hardships due to the COVID-19 virus? (Please check one and attach documentation for any items answered "Yes")

	Yes	No
Business temporarily closed or services reduced by Government order	<input type="checkbox"/>	<input type="checkbox"/>
Employee layoffs (temporary or permanent)	<input type="checkbox"/>	<input type="checkbox"/>
Revenue collection of 75% or less from one-year previous	<input type="checkbox"/>	<input type="checkbox"/>

The following income criteria may be used to determine eligibility for rental/mortgage assistance.

County	Income Level and %	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Clallam	Very Low 30%	14,000	16,910	21,330	25,750	30,170	34,590	39,010	43,430
	Low 50%	23,300	26,600	29,950	33,250	35,950	38,600	41,250	43,900
	Moderate 80%	37,250	42,600	47,900	53,200	57,500	61,750	66,000	70,250

MORTGAGE & RENTAL ASSISTANCE (RESIDENTS ONLY):

Would you like to request rental or mortgage assistance at this time? **Yes** **No**

Qualifying Amount	
Apartment	House
\$300.00	\$500.00

Proof of rent or mortgage is required.

By signing this application form and accepting assistance, you are declaring the information provided with this application is accurate and complete.

1. The City reserves the right to follow up on any of the information provided. Including auditing, or requesting proof of mortgage and rental payments in the amount of the assistance provided by the City.
2. Submitting this application is not a guarantee of eligibility for utility bill relief or rental assistance.
3. The willful provision to the City of false information in an application for utility bill relief or rental assistance shall forfeit the resident’s or business’ eligibility for future credits. Additionally, a resident or business shall be required to repay the amount of any utility bill relief or rental assistance received based on such false information.
4. The Applicant understands and acknowledges that the funds are limited, and this program may end at either the time the funds for the program are depleted or the COVID-19 crisis has ended, whichever occurs first.
5. The City has received funding from Federal, State and County agencies for this program. You agree the City may share personal information with these organizations for audit purposes.

Please ensure all necessary verifications of income, impact due to the COVID-19 virus and current financial assistance needed is included with this application.

Signature

Date

Please return completed applications and attachments to the City of Port Angeles Utilities by email to utilities@cityofpa.us or by mail to 321 E. 5th Street, Port Angeles, WA 98362. Applications can also be left in the payment drop box across from the City Hall main entrance at 321 E. 5th Street, Port Angeles, WA 98362.

CITY EMPLOYEE USE ONLY:

Customer Service Manager Approval Signature: _____

Customer account number: _____

Amount credited to account: _____

Copy of Rental Assistance to Accounting for entry: _____

Customer Service Representative Initials and Date: _____