



CITY OF FIFE COVID-19 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 Fife that they are releasing a portion of the CARES funds to local governments. The City of Fife's portion of these funds is \$304,200. The City of Fife will utilize these funds to cover unanticipated and unbudgeted COVID-19 related costs for public health and safety, as well as to help individuals and families overcome economic hardships related to COVID-19.

Funding:

The City of Fife is allocating \$104,200 from the city's portion of CARES Act funding to implement a Utility Assistance Program.

Purpose:

To provide eligible residential utility customers with a one-time utility assistance grant of \$250, to be paid as a one-time utility bill credit, applied directly to the residential utility account. Credits may only be applied for services provided after March 1, 2020.

Qualifications:

- Must be a City of Fife residential utility customer within the Fife 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 (200% of federal poverty guidelines)

- Household size: 1 person Maximum monthly household net income: \$2,127.⁰⁰
- Household size: 2 people Maximum monthly household net income: \$2,874.⁰⁰
- Household size: 3 people Maximum monthly household net income: \$3,621.⁰⁰
- Household size: 4 people Maximum monthly household net income: \$4,367.⁰⁰
- Household size: 5 people Maximum monthly household net income: \$5,114.⁰⁰
- Household size: 6 people Maximum monthly household net income: \$5,861.⁰⁰
- Household size: 7 people Maximum monthly household net income: \$6,607.⁰⁰
- Household size: 8 people Maximum monthly household net income: \$7,353.⁰⁰

**monthly household income after taxes and other authorized deductions.*

Limit on Use of Funds:

- The disbursement of funds is to be restricted to payment of utility bills only. The funds cannot be used to pay the following:
 - NSF fees
 - Reconnect fees
 - Payments in arrears prior to March 1, 2020

To Apply:

- Complete the Utility Assistance Program application
- Attach documentation of household income. Acceptable income documents include:
 - Paycheck stubs
 - Child support invoices
 - SSI/SSDI award letter
 - 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

The application deadline is 5:00 p.m. on Friday, September 18, 2020.

Up to 416 residential customers will each be awarded a grant of \$250. In the event the total number of qualified applicants exceeds 416 in number, the city will randomly select 416 of the qualified applicants to receive the \$250 grant award. The city council implemented the lottery system in order to ensure a consequential grant amount of \$250.

Please note: Grant applications and all submitted documentation are public records and may be subject to disclosure under RCW 42.56.