



Redwood City - Public Works Services 2020

Water & Sewer Rate Assistance Program (WSRAP)

1400 Broadway Street, Redwood City, CA 94063 (650) 780-7464

1 You and Your Household

Applicant Name (Use the name as it appears on your Redwood City Utility Bill.) _____

Account Number _____

Service Address (The address where water and/or sewer service is provided.) _____

City/State/Zip _____

Primary Phone _____

Email Address (Required for program notifications and enrollment updates) _____

Alternate Phone _____

Number of people in your household at this address:

Adults + Children =
(under 18)

2 Household Qualifications

Gross Annual Household Income:

(Add all income from each household member. Gross income is before deductions and taxes.)

Can anyone claim you on his/her tax return?: Yes No

People in Household	Income Levels
1	\$56,450
2	\$64,500
3	\$72,550
4	\$80,600
5	\$87,050
6	\$93,500
7	\$99,950
8	\$106,400
For Each Additional Person Add	\$6,450

3 Declaration & Self Certification

By signing this declaration, I certify that based on my household size and income I qualify for Redwood City's Water & Sewer Rate Assistance Program. I acknowledge that I have read and understood the contents of this application, and agree to the program terms and conditions in order to remain eligible for the WSRAP program.

- I reside at the service address and the Utility bill is in my name.
- I will notify Redwood City if my household is no longer eligible.
- I understand I am required to provide proof of household income.
- I will pay back the discount if any of the information provided is untrue.
- The information I have provided here is true and correct.

Account Holder Signature

Date

FOR INTERNAL USE ONLY

Date Received: _____

Status:

Status Date: _____

4 Submitting Your Application

- 1 Complete the application form in steps 1, 2, and 3
- 2 Make copies of all documents showing proof of income (Do not submit originals, as documents will not be returned.)
- 3 **For your protection, please black out/hide your Social Security and bank account numbers on all copies/documents.**
- 4 Enclose this application and all supporting documents in an envelope and mail or deliver to:

Redwood City Public Works Services
Attn: WSRAP
1400 Broadway Street
Redwood City, CA 94063

Terms and Conditions

- 1 Gross income must not exceed San Mateo County 50% adjusted median income limits.
- 2 The Redwood City Utility Bill must be in the name of the applicant or applicants spouse.
- 3 The applicant must reside at the address to which the rate assistance is requested.
- 4 You must not share a water meter with another home or dwelling unit.
- 5 You must account for all sources of qualifying household income and meet the program income guidelines.
- 6 You must notify Redwood City within 30 days if your household no longer qualifies for WSRAP.
- 7 You must not be claimed as a dependent on someone else tax return. (except your spouse)
- 8 Applications must be complete and include copies of all qualifying documentation.
- 9 Assistance is not transferable to other properties or applicants.
- 10 You must reapply annually and each time you move.
- 11 WSRAP will show as a credit on Redwood City Utility Bill, and are not retroactive.
- 12 Applications will be reviewed in the order received and will be processed within 60 days of being received.
- 13 If approved the rate assistance will become effective on the next billing cycled and will be good for that calendar year
- 14 Applicants can apply at any time throughout the year: however, applications will be accepted and processed in the order they are received and approved contingent on the availability of funds.
- 15 Participants in the program are subject to random audits throughout the year and may be asked to submit additional documentation supporting their eligibility.

Income Documents Guide

The chart below lists acceptable forms of proof of income. You must send copies of documents for each household member receiving income or aid.

Types of Income:	Send a copy of:
1 Wages, Salaries, Tips, Commissions	Two most recent check stubs or W2 or IRS Form 1040
2 Pensions, Social Security, SSP, SSDI, Disability Payments, Workers Compensation, Unemployment Benefits, VA Benefits, Foster Care Payments	Award letter(s) or two most recent check stubs or the most recent bank statement (to show direct deposit)
3 School Grants, Scholarships, Other Aid	Award letter(s) or two most recent check stubs
4 Child and/or Spousal Support	Court Documents or two most recent check stubs
5 Rental and/or Royalty Income	IRS Form 1040 and Schedule E for rental income
6 Profit from Self Employment	IRS Form 1040 and Schedule C
7 Interest and/or Dividends	IRS Form 1040 or IRS Form 1099 OR three bank statements