

# Water Service Line Grant/ Loan Application

You can receive an optional grant or loan to pay a licensed and bonded plumbing contractor that you choose to replace leaking or end-of-life water service lines at your home.

## Who Can Apply?

Homeowner who has an active Tacoma Water account.

## When to Apply

The water grant and loan applies to leaks or breaks discovered on your residential water service line. The application needs to be processed and approved before the work is started.

## Grant and Loan Options

1. A zero-interest loan up to \$5,000 for up to 84 months. (We can explore exceptions for amounts and terms exceeding this criteria.)\*
2. A grant up to \$5,000 income-eligible customers. (You can supplement exceeding amounts with a deferred loan.)\*

\*All loans are secured with a lien against your property.

## 7 Simple Steps to Get a Grant or Loan

1. Either you or a utility representative discovers and reports the water service line leak or break.
2. You apply for a grant or a standard zero-interest loan and submit a contractor bid. Contact us for the contractor reference list.
3. We approve the grant or loan application.
4. You sign documents in the presence of a notary and send them to us.
5. We review the documents and issue a loan setup completion notice.
6. You notify your contractor to proceed with repairs.
7. Upon receiving an invoice from the contractor, we verify the repairs and process the payment.

### HOUSEHOLD INFORMATION

Customer name: \_\_\_\_\_

Tacoma Public Utilities account number (in the top right corner of your utility bill):

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Service address of property: \_\_\_\_\_

Mailing address if different from installation address: \_\_\_\_\_

**Are you a current Bill Credit Assistance Plan (BCAP) or Discount Rate recipient?**

Yes  No

**Does the monthly income of your household fall within the income limits in the table below\*?**

Yes  No

1-person household: \$3,763

2-person household: \$4,300

3-person household: \$4,838

4-person household: \$5,375

5-person household: \$5,808

6-person household: \$6,238

\*You must complete, submit, and we must approve the Payment Assistance Application before you become eligible for the Water Service Line Grant. If you think you qualify, please complete the additional application at the link we'll include in your confirmation email AFTER you complete this application.

**Have you already received a bid for the repair work?**

The bid should include an itemized list of all work to be done (INCLUDING any permit costs required for your respective municipality) and be signed/dated by the property owner and contractor.

Yes  (Fill out the contractor and bid information below.)

Contractor name: _____
Contractor Mailing Address: _____
Bid Amount: _____

**Please attach a copy of the bid.**

No  (You can submit your application, but please know that you will still need to receive a bid from a licensed and bonded contractor to advance in the application process.)

## PROPERTY OWNER ACCEPTANCE OF TERMS & CONDITIONS

I have read and fully understand the Terms & Conditions. I have reviewed both Residential Program Requirements and the Program Specifications related to this Application (available online at [MyTPU.org](http://MyTPU.org)).

***By signing this Application, I acknowledge that I have read, fully understand and accept the statements and conditions set out below and detailed in the attached Terms & Conditions:***

- I am the legal owner of the property listed above **OR** am duly authorized to sign this application on behalf of the Property Owner.
- The leaking water service line has been identified and is still currently leaking.
- The repairs or replacements for which I intend to hire a contractor to complete meet the Program eligibility requirements and specifications.
- The property is served by Tacoma Water.
- The information I have provided is true and correct.
- If applying for a grant with the Payment Assistance Application, I have included ALL sources of my entire household's income.
- I acknowledge that Tacoma Water may verify the accuracy of this information and reserves the right to change the Program without notice.
- I acknowledge that I am solely responsible for ensuring the repairs or replacements comply with all applicable federal, state and local safety, building, electrical and environmental laws, codes, regulations and standards, and any manufacturer instructions (including equipment purchased, work performed, required permits and materials disposal, if any).
- I authorize Tacoma Water, by way of assignment of funds, to pay the proceeds of an approved grant or loan to the contractor whose bid or invoice is included with this application and with whom I have entered into contract(s) to repair or replace the water service line and approved water appurtenances.
- If I provide inaccurate information which results in receipt of assistance, I am not eligible for, I will be required to repay Tacoma Water in full for any assistance I received.

This Application may be executed by electronic signature, which shall be considered as an original for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

### Signatures

Customer: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete this application and return it electronically to [WaterGrantLoan@CityofTacoma.org](mailto:WaterGrantLoan@CityofTacoma.org) or by mail to:

### **Water Service Line Grant and Loan Program**

3628 South 35th Street  
Tacoma, WA 98409

Have More Questions? Please contact us at [WaterGrantLoan@CityofTacoma.org](mailto:WaterGrantLoan@CityofTacoma.org) or 253-339-0064 for assistance.

## Terms and Conditions

### WATER GRANT AND LOAN PROGRAM TERMS & CONDITIONS

Approval and funding of a grant, standard or deferred loan is conditioned upon and subject to the following Terms & Conditions. Documents or websites referred to in this Application are a part of and incorporated into this Application.

**ELIGIBILITY:** Property must be served by a Tacoma Water residential account.

**STANDARD OR DEFERRED LOAN OR GRANT:** A standard or deferred loan or a grant may be available to qualified customers to help pay for work consisting of certain water line repairs, replacements and parts ("Work"). Before Work begins, the standard or deferred loan or grant must be pre-approved by Tacoma Water and a Notice to Proceed issued. The lien filing fee will be financed into the deferred or standard loan total amount.

**LOAN REPAYMENT REQUIREMENTS:** Standard loans require equal monthly payments for up to 7 years, 10 years, or 15 years. Deferred loan payments are deferred until the Property is no longer owner-occupied.

**GRANTS:** A grant does not need to be repaid.

**WORK REQUIREMENTS:** Work funded or obtained with grant or loan proceeds must be completed and installed to Tacoma Water's Program Specifications and must meet Program Requirements, found at [MyTPU.org/WaterGrantLoan](http://MyTPU.org/WaterGrantLoan).

**APPLICATION:** This Application must be accompanied by an itemized Contractor's bid and other required documents. This Application any required additional documentation must be complete, truthful and accurate. Tacoma Water is not responsible for lost documentation related to this Application.

**HISTORICAL PROPERTIES:** If the Property has a historical designation or is in a historic district, it is the Owner's responsibility to determine whether additional approvals or permits are required.

**INDEMNIFICATION:** Owner acknowledges and agrees to indemnify, defend and hold harmless Tacoma Water from any and all liability associated with the Work.

**PROGRAM EVALUATION:** Owner agrees to assist Tacoma Water in evaluating the benefits of the Program. This may include, but is not limited to, responding to surveys and assisting in Tacoma Water's review of water consumption data.

**ASSIGNMENT OF FUNDS:** Both Owner and Contractor understand and agree by authorizing Tacoma Water to issue funds to the Contractor listed on the bid included with this Application, by way of assignment of funds, that Tacoma Water is not responsible for any tax liabilities or any other legal liabilities whatsoever that may be associated with the tender of funds pursuant to this Assignment. Grant, standard or deferred loan amounts will be deducted from the invoice by Contractor. Any additional costs beyond approved grant, deferred or standard loan amounts are the Owner's responsibility.

**PAYMENT:** Owner is responsible for paying agreed upon amounts owing to the Contractor(s). Any authorization for Tacoma Water to pay the grant, standard or deferred loan proceeds to the Contractor by assignment of funds is not intended and shall not be construed or deemed to establish any express or implied contractual relationship whatsoever between Tacoma Water and the Contractor(s). Tacoma Water's sole obligations are to provide the financial arrangements and to fund grants, standard or deferred loans to approved Owners and approve Work for compliance with Tacoma Water Program Specifications and Program Requirements.

**COVID-19 PAYMENT REDUCTION:** In recognition of the COVID-19 emergency, Temporary Reduced Payments for standard loans will be available at Tacoma Water's discretion. It is the Owner's responsibility to complete a qualifying Financial Education course to secure Temporary Reduced Payments. The Temporary Reduced Payments are structured as 24 months of \$20 payments, commencing upon Tacoma Water's receipt of notification that the qualifying Financial Education course has been completed. After 24 months, the payments revert back to the standard payment amount until such time as the loan is paid in full.

**PERFORMANCE OF THE WORK:** Contractor will be responsible for furnishing and properly installing any required parts to complete the Work. Parts and labor to complete the Work will be furnished under a separate agreement between the Owner and the Contractor(s) selected by the Owner. Tacoma Water is not a party to any agreement between Owner and the Owner's Contractor and shall have no liability whatsoever for Contractor's performance. The provision of labor or materials beyond or in addition to Tacoma Water requirements, such as the methods of installation, types of materials, quality, timing of work, warranties, or financial arrangements for Owner's contributions are matters to be agreed upon between the Owner and Owner's Contractor and Tacoma Water assumes no duties in connection therewith. Tacoma Water is not responsible for any damage caused (a) when a Contractor enters Owner's premises or during Work, (b) by poor workmanship or (c) by failure to complete Work. Tacoma Water will not intervene in disputes between a customer and their selected Contractor(s).

**EXCLUSIONS:** The following services are not included within the scope of the Program and are not eligible to be funded with a grant or a standard or deferred loan: sprinkler or irrigation system repairs, repair of plumbing fixtures, piping, etc. within a dwelling, repair or replacement of outdoor hose bibs, installation or repair of a pressure reducing valve (PRV) assembly not connected to the service line, or backflow prevention assembly installation or repair not connected to the service line.

**INSPECTIONS:** Tacoma Water reserves the right to perform verifications of Work funded by this Program at any time. If an inspection cannot be completed, Program funds may be withdrawn, and Owner shall be responsible for the full cost to the Contractor(s). Permits issued are subject to inspection by the issuing agency or department (in addition to any and all inspections required by Tacoma Water).

**WARRANTIES:** Tacoma Water is only a sponsor of this Program and makes no implied or express warranties regarding the Work, this Program, or applicable policies, procedures or inspections, and specifically disclaims any and all warranties including warranty of merchantability of fitness for a particular purpose. Tacoma Water makes no warranty or promise that any funded Work in will in fact produce savings in water consumption or will reduce the Owner's water bills. It is anticipated that contractors who perform any repairs will exercise the degree of skill and care required by good practice and procedure followed in the utility industry. However, Tacoma Water cannot warrant or guarantee that Work will be without defect.

**TACOMA WATER DISCRETION AND DISCLAIMER:** This Program may be modified or canceled at any time and is subject to availability of funds. Funding for Work is strictly at the discretion of Tacoma Water. This Program does not require or obligate Tacoma Water to fund any Work.