Department of Public Works, City of San Mateo
PRIVATE LATERAL COST SHARING PROGRAM

PROGRAM APPLICATION (June 2012)

Please Write Legibly

Part 1: Participant Information		
Name:		
Address:		
Property Type (Please check One): Single Family Owner Occupied ____ Other (please specify): _____		
Work Phone:	**Home Phone:**	**Cell Phone:**
Circle best number to reach you during regular business hours.		
Fax:	**Email**	

Part 2: Sewer Lateral Video Inspection	
You understand that a video inspection of your sewer lateral is required for program participation?	
YES_____	**NO**_____

Part 3: Private Sewer Lateral Repairs	
If the video inspection finds that your private sewer lateral is defective, we can provide financial assistance. Please answer the following questions:	
Is your gross annual income (income before taxes, of adults in your family) ***less*** than $81,573?	
YES_____	**NO**_____
If you answered "yes," you may qualify for our grant program that provides up to 50% of the replacement cost of a private sewer lateral up to $5,000. You will be required to document that your income is below this threshold. Please refer to ***Part Four, Income Verification*** on the following page.	
If you answered "no," you may still qualify for our grant program that provides up to 50% of the replacement cost of a private sewer lateral up to $2,000. Income verification is not required for homeowners earning over $81,573.	
Are you interested in our low interest loan program? Income verification is not required.	
YES_____	**NO**_____

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This program, in part, is made possible by the San Francisco Regional Water Quality Control Board. The Board has mandated that the City of San Mateo improve the health of its sewer system, and is therefore helping the City provide property owners with grants and low interest loans to inspect and repair private sewer laterals.

Part 4: Income Verification – Required for Households Earning less than $81,573

To maximize grant eligibility, households (single family owner occupied) earning less than $81,573 annually must provide **copies of one of the following**:

- Last year's tax return (Summary showing adjusted gross income)
- For every working adult in your household, provide copies of two most recent pay-stubs
- Unemployment check pay-stubs
- Any documentation from other government assistance programs (i.e., social security entitlement)

Part 5: Submit Application

Please return your application and income verification (if applicable) by one the following:

Mail:
Serena Mau
Department of Public Works
330 W. 20th Avenue
San Mateo, CA 94403

Email: smau@cityofsanmateo.org
Fax: (650)522.7301

Disclaimer: Please be advised that information submitted in your application may be subject to disclosure under the California Public Records Act.

QUESTIONS?

Web: www.cityofsanmateo.org/privatesewerlaterals
Contact: Serena Mau, Program Manager
Phone: (650) 522.7327
Email: smau@cityofsanmateo.org

For Internal Use Only:

Date/Time Submitted:

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