The San Francisco Public Utilities Commission’s (SFPUC) Floodwater Management Grant Assistance Program ("Grant Program") is designed to encourage San Francisco property owners to make flood risk reduction modifications to their properties to minimize their risk of property damage due to rain-related flooding from the Combined Sewer System or City Right-of-Way. Grant Program projects can reduce flood risk through **Plumbing Modifications, Dry Flood Risk Reduction, or Wet Flood Risk Reduction modifications**, such as:

### Example Plumbing Concepts

- **Backwater Valves**: A device in the plumbing system used to maintain flow in one direction in a sewer pipeline
- **Improve Site Drainage**: A trench drain can improve drainage at low points on property
- **Pumping**: An improvement that allows for water to be moved away from the property

### Example Dry Flood Risk Reduction Concepts

- **Permanent Water Resistant Doorways/Seals**: Modifications to prevent floodwaters from entering building
- **Temporary Flood Barriers**: Deployable barriers to prevent flood waters from entering building
- **Permanent Flood Barriers**: Permanent structures designed/constructed to prevent flood waters from entering building

### Example Wet Flood Risk Reduction Concepts

- **Elevate Utilities**: Protects critical utilities and appliances
- **Cleanable Surfaces**: Make flood-prone surfaces cleanable
- **Ceiling-Attached Sockets**: Prevents damage to electrical outlets

These concepts illustrate types of technologies that property owners may employ. Each property owner should consider the property-specific configuration and features that could contribute to the risk of flooding on their property.
Projects that meet the SFPUC’s grant eligibility (see below) will be funded on a first-come-first-served basis. Future funding availability is contingent upon future SFPUC budget approvals.

SFPUC provides administrative assistance throughout the application process to answer your questions and guide you through the process. Please email the SFPUC Grant Administrator at FloodwaterGrants@sfwater.org or leave a voicemail at 415-695-7326 with any questions.

Eligibility Criteria

Proposed projects must meet all the criteria set forth below to qualify for grant assistance. Projects that do not meet one or more of the criteria listed below will not be eligible to receive grant funding.

1. Properties that experienced Prior Storm-Related backflow event where water from the sewer and stormwater combined collection system entered the property through plumbing fixtures or a storm-related flood event when flood waters entered the property from an adjacent right-of-way are eligible for grant funding.
2. The project will reduce the property owner’s risk of damage/harm due to flooding caused by overland flow from the public right-of-way during rainstorms.
3. Property owners applying for funding must have an active SFPUC account for wastewater services for the San Francisco property where the project will be constructed or installed.
4. For condominiums, the project must be consistent with applicable homeowner’s association rules and requirements.
5. The project will be constructed or installed on property owned by the person or persons applying for grant funding.
6. The proposed activity will be implemented within the timeline set out in the grant agreement.

Financial Hardship and Small Business or Nonprofit Upfront Payments

The Floodwater Management Grant Program allows property owners who have demonstrated they are experiencing financial hardship or small businesses and nonprofits with no more than 50 full-time employees to:

- Receive an up-front payment prior to the start of work to use for deposit or start of work payment to the contractor. The SFPUC will disburse up to 10% of total project costs or $1,000, whichever is less.
- Receive all payments up to the full grant amount to be installment payments instead of reimbursements.

The Financial Hardship Eligibility Form and associate documentation must accompany a completed Grant Application. If you are not eligible to participate in this optional program, you may still be eligible to participate in the Grant Program.

For owner-occupied residential property owners, in order to be approved for this program, the City must be able to determine your receipt of public benefits. (1) Applicants may provide the SFPUC with the option to look up their limited income eligibility in Human Services Agency (HSA) and give permission to HSA to share the applicant’s income information or (2) they may provide proof of their hardship through their own supporting documentation. Supporting documentation includes proof that you receive public benefits from one of the following programs: Supplemental Security Income (SSI) and State Supplementary Payment (SSP); California Work Opportunity and Responsibility to Kids Act (CalWORKs) or a federal Tribal Temporary Assistance for Needy Families (Tribal TANF) Grant Program; Food Stamps or the California Food Assistance Program (CFAP); County Relief, General Relief (GR), or General Assistance (GA); Cash Assistance Program for Aged, Blind, and Disabled Legal Immigrants (CAPI); In-Home Supportive Services (IHSS); or Medi-Cal.
Eligible Cost and Guidance

Property owners that qualify for the Grant Program and enter into a grant agreement with the SFPUC prior to starting a project may receive reimbursement of up to 100% of eligible costs. Costs eligible for payment with grant funds are limited to project work directly related to a project that reduces a property owner’s risk of harm from flooding, including supplies/materials, permit fees, and engineer/contractor/surveyor work to design and implement projects and restore the immediate work area to pre-construction conditions. For any flood risk reduction project that is custom designed by a manufacturer, such as a doorway flood barrier, eligible costs are limited to product cost, shipping and/or installation costs based on the manufacturer’s recommendations, and any costs associated with restoring the immediate work area to pre-construction conditions.

Prospective applicants for grant funding should also review the following guidance documents:

- **Grant Interest Form**: Fillable form to indicate a property owner’s interest in receiving a grant. This is the first step of the process and puts an applicant in the queue for a site visit, if applicable.

- **Floodwater Grant Program – Example Concepts**: Includes descriptions of eligible flood risk technology options that may address flood risk on different properties. Property owners are also permitted to include other appropriate technical options in discussions with SFPUC, and in an application submitted for funding consideration.

- **Floodwater Management Grant Program Contractor/Engineer Resources List**: List of contractors and engineers with experience in flood-related projects on private properties in San Francisco.

Grant Process

The application process consists of **two-steps**, followed by project implementation.

- **APPLICATION STEP 1: Indicate Interest in Grant Program**
  - Submit a completed **Grant Interest Form** to floodwatergrants@sfwater.org. Please call 415-695-7326 if assistance is needed in submitting an interest form.
  - A grant team member will contact you within five (5) business days to schedule a site visit with grant engineers to visit the property, observe flooding conditions, and determine if the property is eligible to apply for a floodwater grant. The team will send a Site Assessment package following the visit which will include site observations, eligibility determinations, and next steps.
  - SFPUC will evaluate expected flood elevation using the SFPUC’s hydrologic and hydraulic model. This assessment, plus a staff site visit, enables Grant Program staff to understand the likely depth of flooding at a given site and determine whether a given property is eligible for grant funds.

- **APPLICATION STEP 2: Complete Application**
  - Once eligibility is confirmed the property owner can submit a completed grant application, financial hardship eligibility form (if applicable), IRS W-9 form, and any documentation necessary to fully describe all elements of the proposed project, including detailed design drawings and at least two competitive construction cost quotes. Applications should be submitted as an attached PDF via email to floodwatergrants@sfwater.org
  - If plumbing work is required for the projects, obtaining a DBI Plumbing Survey is required and to be included in the submitted application. To arrange the plumbing survey, you should contact DBI’s Chief Plumbing Inspector, Steve Panelli, at (628)652-3630 or by email at Steven.panelli@sfgov.org. Please do not request the survey over the counter or
through the general phone line as this will delay your project approval.

- The SFPUC will evaluate your application and provide feedback on any technical changes that may need to be made to the project concept in order to be approved.
- If approved, SFPUC will reserve funding, and prepare a grant contract. This review and contracting process can take anywhere from six (6) to twelve (12) weeks, depending on the complexity of the project. Projects that meet the grant eligibility criteria will be funded on a first-come-first served basis. Applications reviewed after all funds are reserved may be considered for priority funding for future fiscal years, if such funds are allocated.
- After receipt of the grant agreement, please review, sign, and return the grant agreement. Once the grant agreement is fully signed by all parties SFPUC will issue a funding approval letter. The Funding Approval letter indicates that funding has been approved for the specific purpose of paying the Applicant and will not be depleted or diverted prior to the dates stated in the Funding Approval Letter.

- **BUILD PROJECT**
  - Once the funding is approved, you will partner with approved contractor and apply for applicable building permits, perform construction, and complete final DBI inspection (if required based on project type) to confirm all work was completed as designed. You will fill out and submit payment request(s) to receive period payments of the grant funds. The SFPUC will review, and, if consistent with the requirements of the program and the approved project, approve the issuance of payment to you.
  - After completion of the project, a final site visit with the SFPUC technical team shall take place prior to final reimbursement of grant funds. It is the property owner’s responsibility to request this site visit prior to the submittal for final reimbursement. Final site visit request shall be made by emailing floodwatergrants@sfwater.org. Once the final site visit has taken place confirming the project has been built in accordance with the approved scope of work, final reimbursement can be made.
  - Operation and maintenance of the project(s) is the responsibility of the Grantee, in accordance with the Grant Agreement, and shall be performed in accordance with the manufacturer’s guidelines and recommendations.

**Grant Reservation**

You must sign the grant agreement within two (2) months the SFPUC’s approves your grant application. If the executed grant agreement and other documentation outlined above are not received by the SFPUC within that two (2) month period, a new application must be submitted and will be subject to the availability of funds. The project must be completed within six (6) months after the grant agreement is executed and a funding approval letter is issued by the SFPUC. A request for the final payment of grant funds must be submitted within two (2) months after project completion or final DBI inspection, where appropriate.

A grant reservation extension, project completion extension, and/or reimbursement extension may be requested prior to the end of respective completion durations and may be granted at the discretion of SFPUC staff.
**Payments**

Grant payments will be made following the grantee’s submittal of invoices for work performed and any other required documentation listed below. The grantee may request payment in multiple installments, depending on the grant amount, as shown in the table below. Total payment will not exceed $100,000 per property.

<table>
<thead>
<tr>
<th>Project Grant Amount</th>
<th>Number of Allowable Payments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants up to $30,000</td>
<td>Eligible for up to two (2) payments</td>
</tr>
<tr>
<td>Grants from $30,001 up to $50,000</td>
<td>Eligible for up to three (3) payments</td>
</tr>
<tr>
<td>Grants from $50,001 up to $100,000</td>
<td>Eligible for up to five (5) payments</td>
</tr>
</tbody>
</table>

**Payments for Hardship Grantees**

Up-front Deposit Payment: For (1) owner-occupied residential properties who satisfy the financial hardship criteria by filling out the financial hardship eligibility form, and (2) small businesses or nonprofits with up to 50 full-time employees, SFPUC provides one up-front payment for contractor deposits to secure work. The SFPUC will disburse up to 10% of total project costs or $1,000, whichever is less, solely for deposit or start of work payment to the contractor. This up-front payment will be provided to qualified applicants following Grant Agreement Execution and prior to the commencement of construction. This payment will not count toward the number of allowable installment payments for the project.

Installment Payments: The SFPUC allows all payments up to the full grant amount to be installment payments instead of reimbursements for applicants who meet the financial hardship or small business and nonprofit criteria.

**Installment Payment Documentation Requirements:** the grantee must submit the following documents to request payment:

- Request for Payment form (provided with the grant agreement).
- For the initial installment payment request, proof of any applicable DBI permits. The grantee can view and print documentation here: [Permit Services at DBI | San Francisco (sf.gov)]
- For all installment payment requests, documentation of costs incurred (e.g. invoice(s) from engineer/contractor/manufacturer invoice; permit fees incurred; etc.), and documentation of progress made in installing the project (e.g. invoices from contractor/engineer/manufacturer). Proof of payment is due within 30 days and no subsequent payment will be made without such proof.
- For final payment, provide:
  - Final Site Visit form as record that the final site visit with the technical team has taken place.
  - Copies of all paid invoices and proof of payment (e.g. credit card statement showing payment) for completed work. *
  - Documentation of DBI final inspection associated with any permits.
  - For flood barrier installation, electronic or print photos showing each doorway with a barrier installed/deployed.

*Exception: If you satisfy the financial hardship eligibility or are a small business or nonprofit with no more than 50 full-time employees, proof of payment & final inspection is not required before Final payment. Instead, proof of payment, paid invoice, and final site visit form must be submitted within 30 days of project completion, in accordance with the Grant Agreement.
**Taxes and Insurance**

A grant may be considered income and may be taxable. The grantee is responsible for determining whether a tax liability exists. The grantee will receive a 1099-Misc tax form from the City in February of the calendar year following grant payment. The City is obligated by federal law to issue a 1099-Misc form. In order to issue a 1099-Misc, SFPUC requires each applicant to provide relevant tax information by submitting a W-9 form with the grant application.

The City requires evidence of insurance for all grant-funded activities. Prior to beginning work on a project, the grantee must submit proof of required insurance, including Workers’ Compensation and Commercial General Liability. This proof of insurance is typically provided to the grantee by their contractor.

**Permits**

All activities must comply with applicable local, state, and federal permit requirements.

**Applications**

Please deliver the complete application for the Floodwater Management Assistance Grant to:

San Francisco Public Utilities Commission  
Attn: Floodwater Management Grant Assistance Program  
525 Golden Gate Ave, 9th Floor  
San Francisco, CA 94102

For questions about the Grant or if you require assistance in completing the application, please email the SFPUC Grant Administrator at FloodwaterGrants@sfwater.org or call 415-695-732.
Grant Assistance for Floodwater Management

STEP 1: Grant Interest Form

Floodwater Management Grant Interest Form

The San Francisco Public Utilities Commission (SFPUC)’s Floodwater Management Grant Assistance Program (“Grant Program”), launched in 2013, helps property owners in San Francisco to minimize the risk of sewer backflow and overland flooding on their properties due to heavy rainstorms. We encourage you to take advantage of the Grant Program. Resources to help you navigate the Floodwater Grant Program include:

- Up to $100,000 reimbursement for eligible flood-proofing projects completed under contract
- Resources for applicants, including a technical assistance & site opportunity assessments
- Grant reimbursement available through multiple installments
- Upfront contractor payment assistance for those experiencing financial hardship
- Digital application and contracting process using DocuSign

INTERESTED IN APPLYING? Please include your contact information and a detailed description of flooding event below. Attach this form and any photos of flooding to an email and send to FloodwaterGrants@sfwater.org. A Grant team member will contact you to schedule a site visit or request further information.

(FILLABLE FORM BELOW)

<table>
<thead>
<tr>
<th>FULL NAME</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>EMAIL ADDRESS</td>
<td></td>
</tr>
<tr>
<td>PHONE NUMBER</td>
<td></td>
</tr>
<tr>
<td>PHYSICAL ADDRESS</td>
<td>(of property for the grant)</td>
</tr>
<tr>
<td>DETAILED DESCRIPTION OF FLOODING YOU HAVE EXPERIENCED.</td>
<td>(What dates did you flood? From where did water enter your property? How much water? Please include any photos you may have as attachments in email submission)</td>
</tr>
</tbody>
</table>
### Activity Information

**Project Type (check all that are applicable):**
- Sewer Backwater Valve
- Roof Drainage Separation
- Rain Barrel
- Sump Pump
- Toilet with Grinder Pump
- Site Drainage Modifications (please clarify):
- Other (please clarify):

**Installation Address:**

**Brief Project Description (attach additional supporting documents, as needed):**

### Applicant Contact Information

**Property Owner:**

**Mailing Address:**
- Street:
- City & State:
- Zip Code:

**Day/Work Phone:**

**E-Mail Address:**

**Primary Project Contact Person (if different):**

**Day/Work Phone:**

**E-Mail Address:**
The Applicant declares that the information provided represents the goals, scope, budget and details of the proposed activity, and assures that any funds received as a result of the application will be used only for purposes set forth herein.

Name (print):   Signature:   Date:

---

### Project Costs

<table>
<thead>
<tr>
<th>Individually list each project type for which you are seeking funding with this application (e.g. “Toilet with grinder pump in first-floor bathroom”)</th>
<th>Eligible Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>$</td>
</tr>
<tr>
<td>3.</td>
<td>$</td>
</tr>
<tr>
<td>4.</td>
<td>$</td>
</tr>
<tr>
<td>5.</td>
<td>$</td>
</tr>
</tbody>
</table>

**Total Project Eligible Cost:** $

*SFPUC will verify eligibility and determine total grant amount and maximum funding amount per property.*

---

### Applicant Signature

The Applicant declares that the information provided represents the goals, scope, budget and details of the proposed activity, and assures that any funds received as a result of the application will be used only for purposes set forth herein.

Name (print): __________________________ Signature: __________________________ Date: __________

---

### Required Documentation

Please check boxes to indicate that copies of the following required information as outlined in the guidelines are attached to the application:

**Project Documentation**

- **If non-plumbing project work** is included beyond restoration of the immediate plumbing work area, Applicant must submit separate *Grant Application for Modifications Other than Plumbing*.

- **DBI Plumbing Survey.** The Applicant shall submit proof of a completed plumbing survey performed by DBI verifying that a backflow preventer/plumbing modification would be suitable. To arrange the plumbing survey, grant applicants should contact DBI’s Chief Plumbing Inspector, Steve Panelli, at (628)652-3630 or by email at Steven.panelli@sfgov.org. **NOTE:** Do not request the survey over-the-counter or through the general phone line as this may cause delays.

- **Completed IRS W-9 form.**
Prior Storm-Related Flood Events Associated with Plumbing Fixtures:

- **Written Description of Prior Storm-Related Backflow Events.** The Applicant shall provide documentation which illustrates a prior storm event when backflow water from the sewer and stormwater combined collection system entered the property through plumbing fixtures, including date(s) of occurrence.
- **Photo Documentation (if available).**
- **Claims for Property Damage (if available).**
- **Other Relevant Information (if available).**

- **Detailed Design Drawings.** The Applicant shall submit drawing(s) of existing plumbing arrangements and proposed work to be done, including plumbing work and project area restoration details showing access for maintenance.

- **Competitive Plumbing Construction Quotes.** The applicant shall provide at least two competitive construction cost quotes from appropriate contractors. The construction quotes must be prepared by a California C-36 licensed plumber and shall include a labor breakdown, cost of plumbing modification device(s) and associated materials, and a time estimate for completion of work. Eligible construction costs are limited; see Eligible Costs and Guidance. The construction quotes shall correspond to the work scope shown in the design drawings submitted with the application. The accepted contractor’s quote must be within 10% of the lowest bid. The bids must be clearly marked with which would be accepted and which rejected.

- **Permits/Permission.** List any permits (i.e. building, plumbing, etc.) that will be secured for the proposed activity(ies).

<table>
<thead>
<tr>
<th>Type of Approval Required</th>
<th>Approving Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Plumbing Permit □ Over-the-Counter Permit</td>
<td>DBI</td>
</tr>
<tr>
<td>□ Other: ___________________________</td>
<td>____________________</td>
</tr>
</tbody>
</table>
### Activity Information

**Project Type (check all that are applicable):**

- Flood Barrier
- Water-tight Door
- Temporary Flood Barrier
- Flood Curb
- Raise Electrical Outlets
- Seal Openings (please clarify):
- Raise Utilities or Appliances (please clarify):
- Create cleanable surfaces (e.g. foundation footwall, exterior finishes) (please clarify):
- Create floodable interior space (e.g. flood vents) (please clarify):
- Other (please clarify):

**Installation Address:**

**Brief Project Description (attach additional supporting documents, as needed):**

---

### Applicant Contact Information

**Property Owner:**

**Mailing Address:**

- Street:
- City & State: Zip Code:

**Day/Work Phone:** E-Mail Address:

**Primary Contact Person (if different):**

**Day/Work Phone:** E-Mail Address:
The Applicant declares that the information provided represents the goals, scope, budget and details of the proposed activity, and assures that any funds received as a result of the application will be used only for purposes set forth herein.

Name (print):   Signature:   Date:

<table>
<thead>
<tr>
<th>Project Costs</th>
<th>Eligible Project Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>$</td>
</tr>
<tr>
<td>2.</td>
<td>$</td>
</tr>
<tr>
<td>3.</td>
<td>$</td>
</tr>
<tr>
<td>4.</td>
<td>$</td>
</tr>
<tr>
<td>5.</td>
<td>$</td>
</tr>
</tbody>
</table>

Total Eligible Project Cost: $ 

*SFPUC will verify eligibility and determine total grant amount and maximum funding amount per property.

Applicant Signature

The Applicant declares that the information provided represents the goals, scope, budget and details of the proposed activity, and assures that any funds received as a result of the application will be used only for purposes set forth herein.

Name (print):   Signature:   Date:  

Required Documentation

Please check boxes to indicate that copies of the following required information as outlined in the guidelines are attached to the application:

Project Documentation

- If plumbing project work is included, the applicant must submit separate Grant Application for Plumbing Modifications.

- Completed IRS W-9 form.

Prior Storm-Related Flood Events Associated with Flood Water Entering from Overland Flooding:

- Written Description of Prior Storm-Related Flood Events (Required for Flood Walls and Flood Curb Projects). The Applicant shall provide documentation which illustrates a prior storm event when flood waters entered the property from an adjacent right-of-way.

- Photo Documentation (if available).

- Claims for Property Damage (if available).

- Other Relevant Information (if available).

- Detailed Design Drawing.

The applicant shall submit drawing(s) of existing site, dimensions and layout of all proposed modifications (i.e. raising utility, structurally strengthening exterior walls, etc.), details of
construction, and project area restoration details. Projects that alter an existing structure require inclusion of structural details prepared and stamped by a licensed California Professional Engineer.

For flood wall and flood curb projects, the applicant shall submit drawing(s) of existing site, dimensions and layout of proposed modification (i.e. wall, curb, etc.), and details of wall or curb and foundation design sufficient to demonstrate its strength to structurally withstand the pressure of standing or flowing floodwater on one side. Flood walls may not block a natural water flow path across a property line between two adjacent parcels; for example, you may not build a flood wall that would divert water to your neighbor’s property. Note: Walls taller than three feet in height adjacent to the public right-of-way are subject to further review by City Planning.

For flood barrier projects, the applicant shall submit drawings provided by flood barrier manufacturer. The drawings shall include dimensions of opening(s) where the flood barrier will be utilized or deployed.

- Competitive Construction Quotes. The applicant shall provide at least two competitive construction cost quotes from appropriate contractors. The construction quotes shall be prepared by at least one of the following California Contractor’s licenses: General Engineering “A”, General Building “B”, Electrical (C-10), Earthwork and paving (C-12), and/or Landscaping (C-27). Construction quotes shall include a labor breakdown, cost of materials, and a time estimate for completion of work. Eligible Costs are limited; see Eligible Costs and Guidance. The accepted contractor’s quote must be within 10% of the lowest bid. The bids must be clearly marked with which would be accepted and which rejected. No reimbursement/installment payment(s) will be given to the applicant for any modifications or enhancements that are not directly necessary to control floodwater.

- Permits/Permission. List the permits (i.e. building, etc.) that will be secured for the proposed

<table>
<thead>
<tr>
<th>Type of Approval Required</th>
<th>Approving Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Plumbing Permit □ Over-the-Counter Permit</td>
<td>DBI</td>
</tr>
<tr>
<td>□ Other: ________________________</td>
<td>________________________</td>
</tr>
</tbody>
</table>
For any technology that is custom designed by a manufacturer, such as a doorway flood barrier

- **Manufacturer’s Installation Requirements and Product Price Quote.** The applicant shall provide the manufacturer’s cost quotes for the costs of installing the project. The installation must be done by the manufacturer, their approved installer, or an independent contractor, as required by the manufacturer. Product price quote from the manufacturer for each custom designed piece of technology shall include appropriate taxes and shipping costs to the property where it will be installed.

- **Installation Price Quote.** The installation quote shall include a detailed breakdown for each custom designed technology, including labor breakdown, time estimate and acknowledgement of manufacturer’s installation requirements. The installer must follow the manufacturer’s requirements and have one of the following California Contractor’s licenses: General Engineering “A” or General Building “B”. Eligible installation costs are limited; see Eligible Costs and Guidance. Note that the product cost associated with the custom designed technology shall not be included in the installation quote, as it is provided separately in the product price quote.

- **Photos.** Electronic or print photos of full structure indicating any plans for externally visible permanent equipment such as flood barrier tracks.
The Floodwater Management Grant Program allows property owners who have demonstrated they are experiencing financial hardship or small businesses and nonprofits with no more than 50 full-time employees to:

- Receive an up-front payment prior to the start of work to use for deposit or start of work payment to the contractor. The SFPUC will disburse up to 10% of total project costs or $1,000, whichever is less.
- Receive all payments up to the full grant amount to be installment payments instead of reimbursements.

This Financial Hardship Eligibility Form and associate documentation must accompany a completed Grant Application. If you are not eligible to participate in this optional program, you may still be eligible to participate in the Grant Program.

**Financial Hardship Eligibility Form**

Applicant Name: ___________________________ Date: ______________

Business or Non-profit Name (if applicable): ___________________________

Email: ____________________________

Phone Number: (_____ ) ___________________________ Circle: Home/Mobile/Work

Check which applies:

- I am applying as the property owner of an owner-occupied residential property experiencing financial hardship
- I am applying as non-profit or small business
  - I have no more than 50 full-time employees

**Required Documentation**

For owner-occupied residential property owners, in order to be approved for this program, the City must be able to determine your receipt of public benefits. (1) Applicants may provide the SFPUC with the option to look up their limited income eligibility in Human Services Agency (HSA) and give permission to HSA to share the applicant’s income information or (2) they may provide proof of their hardship through their own supporting documentation.

Option 1:
☐ I give permission to HSA to share limited income information with SFPUC. My information shall be shared only as needed to determine whether I qualify for SFPUC’s Floodwater Grant Hardship Payment Option. I understand that this database can only show my name, my address, and whether my household income falls within certain percentages of federal poverty guidelines based on information I have previously provided to HSA.

Option 2: Check one or all of the program(s) from which you receive public benefits. **Attach to this form supporting documentation** to prove that you receive public benefits from each program.

☐ Supplemental Security Income (SSI) and State Supplementary Payment (SSP);
☐ California Work Opportunity and Responsibility to Kids Act (CalWORKs) or a federal Tribal Temporary Assistance for Needy Families (Tribal TANF) Grant Program
☐ Food Stamps or the California Food Assistance Program (CFAP)
☐ County Relief, General Relief (GR), or General Assistance (GA)
☐ Cash Assistance Program for Aged, Blind, and Disabled Legal Immigrants (CAPI)
☐ In-Home Supportive Services (IHSS)
☐ Medi-Cal

**All Applicant Affidavit/Signature:**
I declare under penalty of perjury that the foregoing is true and correct. Entered on

______________________________ (DATE), at __________________ (LOCATION)

______________________________ (SIGNATURE OF APPLICANT) _____________ (DATE)