



FOR USE BY CLACKAMAS SWCD

Date received: _____

GRANT APPLICATION: RESIDENTIAL SEPTIC SYSTEM REPAIR PROGRAM

APPLICANT INFORMATION	
Applicant's Full Name:	Co-Applicant's Full Name & Relationship:
Preferred Phone:	Preferred phone:
Other phone:	Other phone:
Email:	Email:
Mailing address:	Mailing address:
How did you hear about Clackamas Soil and Water Conservation District (CSWCD) Residential Septic System Repair Grant Program?	

PROPERTY LOCATION AND OWNERSHIP	
Physical address of the property where the septic system is located:	List <u>all</u> owners of the property by name. If their contact information is not written above, please provide it on an additional sheet. All property owners must sign this Application or fill one out separately.
Tax lot number: _____	
Tax lot info may be found here: http://cmap.clackamas.us/maps/cmap	
This is for: <input type="checkbox"/> An existing septic system (the existing system needs repair or replacement) <input type="checkbox"/> New installation (there is not currently a septic system serving this residence) <input type="checkbox"/> Connection to existing sewer line (skip to Contractor Information on page 3).	

SEPTIC SYSTEM INFORMATION

What type of septic system do you currently have?

How did it come to your attention that there's something wrong with your septic system? Describe the problem.

Have you had a septic system contractor (pumper, installer, or inspector) come to your property to look at your system for the purpose of figuring out what the problem is? Yes No

If yes, what is the name and phone number of the company that visited your property?

Provide a summary of any problems or issues the company representative identified. You may attach a quote or narrative from the company. A quote from one of our pre-qualified contractors will be required before a grant will be offered.

Describe the type of service or repair the company representative indicated you may need.

Has the Clackamas County Septic Program conducted a Site Evaluation at your property? Yes No

If yes, provide a copy of the Site Evaluation Report.

Has Clackamas County given you a timeline for having the repairs done? Yes No

If yes, describe the timeline that was given and the name of the person who wrote the letter or report:

Has a septic system contractor started developing a design or proposal for the repair/replacement of your septic system? Yes No

If yes, what is the name and phone number of the company that is doing the design/proposal?

Have you obtained a Repair Permit from Clackamas County? Yes No

If yes, provide a copy of the Repair Permit.

CONTRACTOR INFORMATION

For septic system repair or replacement: to be eligible for a grant, the repair work must be performed by a DEQ-licensed septic contractor on our list of pre-qualified contractors. Do you agree to select one of these pre-qualified contractors for the needed work?

Yes No

We suggest you get bids from more than one of our pre-qualified contractors (effective 7/1/2021 to 6/30/2024):

- | | |
|---|---|
| <input type="checkbox"/> American On Site | <input type="checkbox"/> E & A Systems |
| <input type="checkbox"/> Bruce Johnson Construction | <input type="checkbox"/> Evergreen Remodeling |
| <input type="checkbox"/> E and Z Excavating | |

For connection to existing sewer systems: to be eligible for a grant, the repair work must be performed by a licensed plumber on our list of pre-qualified contractors. Do you agree to select one of these pre-qualified contractors for the needed work?

Yes No

We suggest you get bids from more than one of our pre-qualified contractors:

- | | |
|---|--|
| <input type="checkbox"/> GSE, Inc | <input type="checkbox"/> GT Excavating, LLC |
| <input type="checkbox"/> Henco Plumbing Services, LLC | <input type="checkbox"/> Mr. Rooter Plumbing of Portland |

SOURCE(S) OF INCOME

Applicant's Employer(s) and Total Income:

Co-Applicant's Employer(s) and Total Income::

Phone:

Phone:

Employer(s) address:

Employer(s) address:

How long have you been working there?

How long have you been working there?

Provide documentation showing household income. This may include W-2 tax forms or income tax statements from the previous three years.

I have attached the required income verification: Yes No

The cost of the septic system repair or replacement may be greater than the amount of financing available from CSWCD. Projects greater than \$45,000 will require multiple bids. Is there any other funding source to cover project costs, and/or to reduce the dollar amount of the grant provided by CSWCD?

Amount of funds homeowner can provide: _____ Amount requested from CSWCD: _____

Your project may get started sooner if CSWCD can share information with your chosen contractor and the permitting agency (Clackamas County and/or the sewer provider).

Do you give CSWCD permission to share information with them about the status of your Grant Application (such as: applied, approved, denied, referred to another potential funder)? Yes No

**Addendum to Clackamas Soil and Water Conservation District (CSWCD)
Residential Septic System Repair Grant Application**

PROGRAM GUIDELINES

This Addendum describes how our Septic System Repair Grant Program works. Read it carefully. Contact us if you have questions or concerns. By signing below, you certify that you have received this information and agree to abide by the guidelines the CSWCD has established.

To be eligible for a grant:

- The septic system must be located within the boundary of Clackamas County.
- It must be an existing residential septic system that is in a state of failure and requires repair or replacement. We do not provide grants for new installations, upgrades to properly functioning septic systems, plumbing issues, or nonresidential properties.
- The sewer lateral must be in the street outside the home. This program does not fund extensions to existing to sewer lines.

Processing your Grant Application:

- CSWCD will confirm that funding is available. Projects greater than \$45,000 will require multiple contractor bids and may require outside funding.
- You agree to obtain at least one repair proposals (with cost estimate) from contractors on CSWCD's List of Pre-Qualified Septic System Contractors.
- You agree to provide evidence of income eligibility. This may include W-2 tax forms or income tax statements from the previous three years. To qualify for a grant you must fall within the following income guidelines:

# in Household	Income Level
1	\$29,160
2	\$39,440
3	\$49,720
4	\$60,000
	Add \$10,280 for each additional person

For income levels above the grant guidelines a combination of grant and loan or a loan may be available. Please check this box if you would like to discuss further funding options

- You will need to complete an IRS W-9 (to be kept in a secure file in the CSWCD office). Consult a tax professional.
- The Clackamas County Septic and Onsite Wastewater Program may require a site evaluation before they can issue a repair permit. This is an allowable cost under the grant program.
Clackamas County Septic and Onsite Wastewater: 503-742-4740; <https://www.clackamas.us/septic>
- You agree to wait until all landowners and CSWCD have signed a Grant Agreement before giving the go-ahead to a contractor to apply for permits, purchase materials, or do any work. CSWCD cannot pay any expenses until a fully signed Grant Agreement is in place.

If you are approved for a grant:

- The contractor for the septic repair work must be selected from CSWCD's List of Pre-Qualified Septic System or Plumbing Contractors. CSWCD does not endorse any contractor or guarantee their performance.
- You agree to properly maintain the septic system.

Payment of project-related costs:

- CSWCD pays contractors directly.
- The completed repair must pass County or City inspection before CSWCD will make the final payment to the contractor.

Costs that can be considered for inclusion in the grant:

- Design of the septic system, including:
 - Contractor costs associated with preparing application for a site evaluation by the County, including digging test pits and permitting fees.
- Permits for septic system repair, including related plumbing and electrical work.
 - Plumbing work that is required for the septic system to function properly.
 - Electrical work to install circuits needed by the septic system and/or to install wiring from the circuit breaker box to the septic system (not including permitting to connect to electrical power at the street).
- Materials, supplies, and labor to repair a septic system and install components of a septic system. Contractor must be on CSWCD's List of Pre-Qualified Septic System Contractors.
- Pumping and decommissioning of the old tank or other failed components (if it is part of the repair job).
- First two (2) years of an Operation & Maintenance contract if required by County, DEQ, or manufacturer.
- Connection to a public sewer line already in place
 - Permitting costs associated with the sewer connection.
 - Materials, supplies, and labor to connect the house to the sewer line.
 - Proper decommissioning of the septic tank after the connection to sewer has been made.

Costs that cannot be included in the grant and cannot be reimbursed to the homeowner:

- Home inspection fees (such as when purchasing the property).
- Permits and electrical work to bring power from the street to the home.
- Building/construction/plumbing permits not related to the septic system repair or connection to sewer.
- Plumbing work not related to the septic system repair or connection to sewer.
- Costs to make additional repairs to the septic system after the project has passed County inspection.
- County/DEQ/manufacturer-required maintenance costs after the first two (2) years.
- Maintenance costs not required by City, County, DEQ, or manufacturer.
- System development charges to the sewer provider. These fees may be waived by the sewer provider, but cannot be covered by the grant.
- Costs to expand or extend sewer lines down a street to serve new houses. Sewer lines must be existing outside a residence.

CERTIFICATION AND SIGNATURE

This Grant Application and any attachments are submitted by the Applicant(s) for the purpose of requesting a Residential Septic System Repair Grant from the Clackamas Soil and Water Conservation District (CSWCD). The Applicant(s) certify(-ies) as follows: (1) The proceeds of any grant made pursuant to this Grant Application shall be used solely for residential septic system repairs and related costs at the property named on this Grant Application; and (2) that all information in this Grant Application and attachments are true and complete to the best of their knowledge. CSWCD may verify the information from any source(s) deemed necessary in deciding whether to approve a grant.

All owners of the property or their legal representatives must sign this Grant Application or fill out and sign a separate Grant Application. Signatures are required to ensure that all property owners are informed.

I/we have read this and agree to abide by the Program Guidelines for the Residential Septic System Repair Grant Program.

Applicant's signature: _____ **Date:** _____

Co-Applicant's signature: _____ **Date:** _____

Other property owner's signature: _____ **Date:** _____

Other property owner's signature: _____ **Date:** _____

Other property owner's signature: _____ **Date:** _____

Email, mail, or deliver the signed Grant Application, plus any other documentation that is requested by Clackamas Soil and Water Conservation District, to:

Septic Repair Program
Clackamas SWCD
22055 S. Beaver Creek Rd., Suite 1
Beavercreek, OR 97004

Email: septicrepair@conservationdistrict.org
Phone: 503-210-6000
Office hours: Monday - Friday, 8:00 am - 4:30 pm