

**CITY OF RICHMOND DEPARTMENT OF PUBLIC UTILITIES
COVID-19 Municipal Utility Relief Program Phase 2**



NON-RESIDENTIAL APPLICATION for Utility Arrearage Assistance

The City of Richmond has received COVID-19 Municipal Utility Relief Program funding provided by the federal CARES Act via the Virginia Department of Housing and Community Development. This funding is in support of municipal utility relief efforts during the pandemic, and will directly assist customers that have fallen behind on their utility bills as a result of an economic hardship due to COVID-19. **The maximum amount of assistance for eligible customers is \$10,000 for this application period.** To be eligible for funding under this Relief Program, the applicant MUST meet the following criteria:

- Be a non-residential customer of the City of Richmond Department of Public Utilities with active utility service;
- Have experienced/been impacted by an economic hardship due to COVID-19 (see below);
- Have fallen behind on their City water, wastewater or natural gas utility bill for services during the period of March 1, 2020 through November 1, 2021*;
- Have not received financial assistance for City utility services from Rebuild Virginia Grant Fund or any local CARES Act Relief. **(However, previous CARES Act utility relief recipients are eligible to reapply for a different service period. Applications will be processed on a first-come, first-served basis. FUNDS ARE LIMITED*); AND**
- **Submit a completed application where all information is valid and legible. Please read instructions carefully.**

Section 1 –Eligible Property (where utility service is provided)

Account Name _____
Street Address _____ Account Number _____
City _____ Zip Code _____

Section 2 – Customer Contact Information (responsible party)

First Name _____ Last Name _____
Daytime Phone _____
Email _____
Mailing Address (if different from above) _____
City _____ State _____ Zip Code _____

Section 3 – COVID-19 Economic Hardship Attestation

I certify that the utility fee arrearage is due to economic hardship experienced by the customer as a result of the COVID-19 pandemic.

Has your entity received Rebuild Virginia Grant Fund or local CARES Act relief?
_____Yes _____No

Provide an explanation of the COVID-19 related economic hardship:

Section 4 – Applicant’s Certification

In applying for participation in the Relief Program, I understand and agree to the following:

- I desire to receive any assistance to which I am legally entitled under this program and its specifications.
- I certify that the reason I am eligible for this CARES Act assistance is correct to the best of my knowledge and belief.
- I declare that to the best of my knowledge I am the only person who has applied for/on behalf of the non-residential account holder, including their successors, at the address shown on this form and that I am not a government account holder.
- I certify that this non-residential customer has not received assistance from the Rebuild Virginia Grant Fund or any local CARES Act relief.
- I understand that if I give false information or withhold information in order to make myself eligible for benefits I can be prosecuted for fraud and/or denied assistance in the future.
- I understand that the agencies involved in this program may verify all of the information which I have provided.
- I understand and my signature on this form gives permission to City of Richmond Department of Public Utilities to verify information concerning my need for assistance.

Responsible Party Signature

Date

Title

Application Submission/Contact Information

Email, fax or deliver the completed application to:

Email	DPUCares@richmondgov.com
Fax	(804) 646-0737
Drop off locations	<ul style="list-style-type: none"> - City Hall 900 E. Broad Street, Room 115 - East District Initiative 701 N. 25th Street - Southside Community Services Center 4100 Hull Street - All City of Richmond Public Libraries

*** FUNDS ARE LIMITED, and may not extend beyond the relief period of November 1, 2021! ACT TODAY!**

Please allow up to two billing cycles for approved relief funds to be applied to your account.

Questions can be directed to DPU Customer Service (804-646-4646).

For Internal Use Only

Date Received	Date Processed	Application	Arrearage Amount	Relief Amount	Account Credited
		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	\$	\$	\$