

Town of Eureka, Montana  
Wastewater Phase 1B Connection Assistance Programs

**IMPORTANT**

Please complete, sign, and mail to

Town of Eureka  
Wastewater Phase 1B Connection Program  
PO Box 313  
Eureka, MT 59917 -0313

OR

Hand-Deliver to the Eureka Town Hall  
11 Dewey Avenue  
Eureka, MT 59917

**Qualifications and Conditions:**

- Must be a landowner within the project area (see attached map)
- Must meet low to moderate income requirements if seeking Grant funds
- Must agree to the terms of the grant and loan programs as outlined below
- All work for the connection to be completed by December of 2019.
- Must coordinate the application with one of the pre-qualified contractors provide a budget. A contract with the contractor can be in place prior to the application or after award of grant/loan funds
- Understand that all funds received will be paid directly to the pre-qualified contractor. NO Work completed by other contractors not on the Town of Eureka's list will not qualify for the grant or loan funds
- Must complete the application (Part 1 and 2) in full to receive or be considered for Grant funds and include all required documentation. Part 3 of the application is optional.

**Instructions:**

- 1) Complete, sign, and return the enclosed application with all necessary documentation to the **Town of Eureka no later than June 21<sup>st</sup>, 2019 to be considered for SRF Loan Funds**
  - a. CDBG Grant Fund applicants are encouraged to return a completed application by June 21<sup>st</sup>, 2019 but will remain open until funds are exhausted.
- 2) If applying for a CDBG Grant the applicant and all other adult household members (18 years of age or older) must sign the final page of this application, including the General

Release form certifying truth and accuracy of disclosed information and authorizing the release of information.

- 3) All information on this application must be true, complete, and accurate. Incomplete applications will not be accepted. Applications deemed to contain incomplete, misleading, or false information will be rejected.
- 4) Submission of this application does not guarantee that you will be approved for receipt of the grant funds. The Town of Eureka will verify the household income and assets to determine if the program guidelines are being met.

**Required Documentation for the CDBG Grant Program (for all people residing in the household 18 years and older):**

- Personal Tax Returns including all schedules for 2016 and 2017; 2018 if completed
- W-2 statements from all employers 2017 and 2018
- Valid Driver's License Number or Identification Card
- Social Security Number of applicants living in the household
- The proposal from a licensed contractor with a layout of the property and connection, and estimated costs.

**Required Documentation for the SRF Loan Program (for Applicate and Co-Applicant/Titled Owner):**

- Valid Driver's License Number or Identification Card
- Social Security Number of applicants living in the household
- The proposal from a licensed contractor with a layout of the property and connection, and estimated costs.

The Town of Eureka may also request as needed:

- Bank Statements all pages, all bank/saving accounts for the three (3) most recent/consecutive months
- Three (3) recent consecutive IRA/401 K statements/mutual funds/stockbroker statement
- Three (3) years 1099 forms
- Most recent Social Security Benefit letter and a copy of the original award letter
- Any bankruptcy filings and discharge documents

All documents will be kept in a secure locked file to be destroyed four years after the application is received. The 4-Years is a requirement by the CDBG-Public Facilities funding source. All information will be confidential and only shared with the Project Administrator, and the CDBG/SRF staff and if needed due to a dispute or any issues that arise with the Town Attorney and Mayor.

WASTEWATER PHASE 1B APPLICATION FOR DIRECT FUNDING ASSISTANCE

**LANDOWNER INFORMATION**

1. **Name:** \_\_\_\_\_

2. **Co-Applicant/Other titled Owner(s) Name(s):** \_\_\_\_\_  
\_\_\_\_\_

**3. Addresses:**

Mailing: \_\_\_\_\_  
City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Physical Address: \_\_\_\_\_  
(NOTE: The physical address must be located within the designated project area- see attached)

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**4. Contact Information:**

Home Phone No: \_\_\_\_\_ Cell Phone No: \_\_\_\_\_

Email Address: \_\_\_\_\_

5. **Do you live at this address?** \_\_\_\_\_ yes \_\_\_\_\_ no

6. **Is this a rental property?** \_\_\_\_\_ yes \_\_\_\_\_ no

7. **Years that you have owned this property?** \_\_\_\_\_

**8. Social Security Numbers:**

**Application:** \_\_\_\_\_  
**Co-Applicate/Other Titled Owner(s):** \_\_\_\_\_  
\_\_\_\_\_

9. **Have you or Co-Applicate/Other Titled Owner(s) ever declared bankruptcy?**  
\_\_\_\_\_ yes \_\_\_\_\_ no

**If so please state the date:** \_\_\_\_\_

**HOUSEHOLD COMPOSITION**

1. **Number of Adults (18 and over) Living in Household:** \_\_\_\_\_

2. Indicate the relationships of each member of the Household over 18: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SELECTED PRE-QUALIFIED CONTRACTOR:**

1. We have selected \_\_\_\_\_
2. Date the Contractor Visited the Property: \_\_\_\_\_
3. Has a Contract been signed between Landowner and Contractor?  
  
\_\_\_\_\_ yes \_\_\_\_\_ no

If Yes, please include with the application.

**PROPOSED PROJECT AND REQUEST FOR FUNDS:**

1. Outlined the Proposed Project Scope of Work to be completed:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Is a drawing of the property and proposed line location attached? \_\_\_\_\_ yes \_\_\_\_\_ no  
If no, explain why not: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. What is the Landowner applying for?
  - a) Town of Eureka Sewer Hook Up Fee Assistance of \$750: \_\_\_\_\_ yes \_\_\_\_\_ no
  - b) Abandonment of Septic System: \_\_\_\_\_ yes \_\_\_\_\_ no  
If Yes what is the Contractor's budgeted amount: \$ \_\_\_\_\_
  - c) Installation of the Service Line from House to Town's stub-out: \_\_\_\_\_ yes \_\_\_\_\_ no  
If Yes what is the Contractor's budgeted amount: \$ \_\_\_\_\_

*NOTE: In rare cases, the Contractor will need to install a grinder pump. The grinder pump equipment will be purchased by the Town of Eureka (separate of the CDBG grant and SRF Loan funds) but installation is the Landowners responsibility. All maintenance or replacement of the grinder pump after the initial purchase is the responsibility of the landowners.*

**d) Did the contractor state that a grinder pump is needed? \_\_\_\_\_yes \_\_\_\_\_no**  
**If Yes, was it discussed this with the Town Engineer? \_\_\_\_\_yes \_\_\_\_\_no**  
**What is the additional Cost to install the Grinder Pump? \$ \_\_\_\_\_**

**Total Amount Requested:**

<b>Hook Up Fee:</b>	\$ _____
<b>Abandonment of Septic System:</b>	\$ _____
<b>Service Line:</b>	\$ _____
<b>Grinder Pump</b>	\$ _____
<b>Total</b>	\$ _____

**CHECKLIST FOR APPLICATION**

- Completed Part 1 of this application with signature(s)**
- Completed Part 2- Income Certification with signature(s)**
  - If you have renters have them fill out the Income Certification and sign in the appropriate area**
- Complete Part 3- Optional**
- Ensure that all required information as outlined on page 2 of this application document is enclosed**
- Drawing, work description, and budget from Contractor**
- If applicable- signed agreement with Contractor**

**SIGNATURES**

\_\_\_\_\_  
 Applicant's Name (printed)

\_\_\_\_\_  
 If Applicable: Co-Applicant/Other Titled Owner

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Co-Applicant/Spouse Signature

Signatures of anyone 18 Years or Older Residing in the Household:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Date