

Applications and information regarding the financial assistance program are available on the Franklin County Department of Sanitary Engineering website under Projects: Mon-E-Bak/Brown Road East Project ([cleanwater.franklincountyohio.gov/projects/Sewer-Rectification-Completion-Effort](http://cleanwater.franklincountyohio.gov/projects/Sewer-Rectification-Completion-Effort)).

## Financial assistance eligibility requirements

**Residents must meet *all* of the following requirements in order to be eligible:**

- Be the owner of the property (the title to the property is in owner's name) and live in it as primary residence.
- Owner-occupant of property for at least one year.
- Have not filed bankruptcy within the last 12 months.
- Property taxes are paid in full and current.
- Have property/homeowner's insurance.
- Gross annual income does not exceed the U.S. Department of Housing and Urban Development's 2017 Income Guidelines maximum income, which depends on the number of persons in your household:

		Household size (number of people in household)							
		1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
Income*		\$41,650	\$47,600	\$53,550	\$59,500	\$64,300	\$69,050	\$73,800	\$78,550

## Financial assistance disqualifications

**Residents who meet any of the following criteria *do not qualify* for financial assistance:**

- Live in a property as a renter.
- Own the property but rent it to other occupants.
- Property taxes are past due.
- Filed bankruptcy within the last 12 months.
- Annual income exceeds the maximum limits listed above.
- Do not have property/homeowner's insurance.

## Required documents to prove eligibility

**If employed, submit:**

- Copy of 2016 Tax Return and 2016 W-2 form from employer; if income received from more than one employer, provide a W-2 form from each employer.
- If more than one person in the family receives income from employment, submit tax returns and W-2 forms for each of those persons.

**If Social Security, public assistance and/or unemployment compensation is received, submit:**

- A copy of most recent award letter.
- A copy of most recent Social Security/public assistance/unemployment check.

**If self-employed, submit:**

- 2016 Federal Tax Return for Corporations OR copies of 1099 forms for 2016.

**If child support, alimony, palimony, disability or other forms of financial assistance are received, submit all of the following:**

- A copy of 2016 Tax Return.
- Any applicable award letters for this income.

*If multiple income sources, submit all requested documents for each type of income received.*

## **Question #5 on the application (investments & accounts)**

**If you have a savings and/or checking account:**

- Put a check mark next to the account type.
- Submit copies of two (2) most recent statements for all of the accounts.

**If you have other investment accounts (CDs, bonds, stocks and other investment accounts):**

- Put a check mark next to the account type.
- Submit copies of two (2) most recent statements for all of the accounts.

## **Home market value**

For the purpose of this application, the value of your home is based on the Franklin County auditor's current market value. A property appraisal is not needed. The current market value is available on the auditor's website: [franklincountyauditor.com](http://franklincountyauditor.com).

## **How to know if you've been approved**

If you meet all program requirements, an approval letter will be sent stating your application is in compliance with requirements. If more information is needed to verify income eligibility, a letter will be sent requesting these documents. This letter does not mean the application is disapproved, but may delay final approval until all requested documents are submitted.

## **Additional expenses**

**If approved for assistance, all expenses related to this project will be included in the loan, including:**

- Sewer extension to main drain outside home.
- Abandonment of household sewage treatment system.
- Permit to abandon household sewage treatment system.
- Interior plumbing modifications, to the degree necessary.

## **What loan approval means**

If approved for assistance, you will receive an interest free, **no payment loan**, secured with a mortgage on the property. This loan will decline by ten percent per annum for a period of ten years and does not require payments unless the property is sold or transferred during that ten-year period, in which case any remaining balance on the loan would be owed to Franklin County. Owner must remain compliant with loan provisions, such as, but not limited to, paying property taxes and maintaining homeowner's insurance. The Franklin County Commissioners will be the lender and the holder of the mortgage.

### Applications available

**With this mailing:**

An application is included in this mailing.

**Online:**

Visit the Franklin County Department of Sanitary Engineering website under Projects: Mon-E-Bak/Brown Road East Project ([cleanwater.franklincountyohio.gov/projects/Sewer-Rectification-Completion-Effort](http://cleanwater.franklincountyohio.gov/projects/Sewer-Rectification-Completion-Effort)) to download an application.

**Public meetings:**

Applications will be available for pick up at both public meetings. Public meeting dates, times and locations are listed in the invitation letter in this mailing.

**By email:**

Contact Benjamin Amick at 614-282-2959 or [benjamin@amickconsulting.com](mailto:benjamin@amickconsulting.com) to receive a copy of the application by email.

**Pick up:**

Applications are available at the Franklin County Department of Sanitary Engineering office at 280 East Broad Street, 2<sup>nd</sup> Floor, Columbus, Ohio 43215.

**Do not bring your completed application or supporting documents to the public meetings or send them via email.** This is to protect your personal information.

### Application and supporting documents must be postmarked by Feb. 16, 2018

All completed financial assistance applications with verified supporting documents must be postmarked by Feb. 16, 2018. **Applications and supporting documents will not be accepted after the deadline.**

**Submit your application as soon as possible.** This will give the County time to review your application and verify you have all the necessary supporting documents before the deadline.

### Connection deadline: Dec. 20, 2019

All properties are required to connect to the rectified sewer system by Dec. 20, 2019. If you qualify for financial assistance, the connection process will be taken care of for you. **If you do not qualify for financial assistance**, you must select a qualified contractor from the City of Columbus Department of Public Utilities approved list via <https://ca.columbus.gov/CA/>. Furthermore, you (or your contractor) must obtain a permit from our office to connect to the sewer. You can contact the Franklin County Department of Sanitary Engineering Permits Desk at 614-525-4757 for additional information. You will be responsible for hiring an approved contractor and for completing the connection process by the Dec. 20, 2019 deadline.

## **Application submission**

### **By mail:**

Franklin County Department of Sanitary Engineering  
Attn: Benjamin Amick—Financial Assistance Application  
280 East Broad Street, 2<sup>nd</sup> Floor  
Columbus, Ohio 43215-6314

### **By fax:**

614-525-5210  
Attn: Benjamin Amick—Financial Assistance Application

## **Questions?**

### **For financial assistance support and to confirm eligibility, contact:**

Amick Municipal Consulting Group, LLC  
Benjamin Amick  
614-282-2959  
[benjamin@amickconsulting.com](mailto:benjamin@amickconsulting.com)

### **If you do not qualify for financial assistance, contact:**

Franklin County Department of Sanitary Engineering  
Permits Desk  
614-525-4757