



# CITY OF TOPEKA

## LOW INCOME WATER ASSISTANCE PROGRAM FAQ



This program helps current Water and Waste-Water customers of the City of Topeka with active service in their name. Applications may be submitted by mail to The Community Resources Council 455 SE Golf Park Blvd., Topeka, KS 66605 by fax (785)233-1905; or by email to [topekawaterassistance@crcnet.org](mailto:topekawaterassistance@crcnet.org) Online registration available at [www.crcnet.org/topekwaterassistance](http://www.crcnet.org/topekwaterassistance).

**Assistance is determined based on need, subject to funds availability.**

### CITY OF TOPEKA WATER ASSISTANCE PROGRAM GUIDELINES

1. Applicant must be a resident of the City of Topeka,
2. Applicant must meet the income guidelines below,
3. The water bill must be in the applicant’s name. NO LANDLORDS MAY APPLY,
4. Assistance is subject to funding availability; completion of an application does not guarantee approval.
5. Assistance is available one time per program period, January 22<sup>nd</sup> through December 30<sup>th</sup>, 2024.

### IF APPROVED YOUR ACCOUNT WILL BE CREDITED FOR THE AMOUNT DUE ON THE ACCOUNT

Federal Poverty Guidelines for 2023  
Annual Income

Persons in Family	200%
1	\$29,160.00
2	\$39,440.00
3	\$49,720.00
4	\$60,000.00
5	\$70,280.00
6	\$80,560.00
7	\$90,840.00
8	\$101,120.00

Federal Poverty Guidelines for 2023  
Monthly Income

Persons in Family	200%
1	\$2,430.00
2	\$3,286.67
3	\$4,143.33
4	\$5,000.00
5	\$5,856.67
6	\$6,713.33
7	\$7,570.00
8	\$8,426.67

Include ALL household income for all household members regardless of age or relationship.

Source examples include employment, SSD, SSI, unemployment, worker compensation, child support, alimony, pension, VA Benefits, etc.

**Each source requires official written verification.**

Examples of verification include paycheck stubs for the most recent 30 days, letter from Social Security office (for current year), printout from DCF, printout from unemployment office, etc.

## **REQUIRED VERIFICATION**

Along with the signed application, you must provide COPIES of the following:

- Current verification for each source of income in your household for the most recent 30 days
- Current water bill
- A Government issued ID of applicant. (City ID or KS Drivers License)

**IF MAILING – DO NOT INCLUDE ORIGINAL DOCUMENTS** with your application as they will not be returned to you. All documents will be destroyed after application is processed.

## **NOTIFICATION INFORMATION**

You will be notified, in writing, of our decision. Please allow up to 4 weeks to receive notification by mail. Please return completed application and verification copies using one of the following:

**FAX: (785) 233 – 1905**

**EMAIL: [topekawaterassistance@crcnet.org](mailto:topekawaterassistance@crcnet.org)**

**MAIL: COMMUNITY RESOURCES COUNCIL, INC.**

**WATER ASSISTANCE PROGRAM**

**455 SE GOLF PARK BLVD. (CRC CARE Center @ Avondale)**

**TOPEKA, KS 66605**

**ONLINE: [www.crcnet.org/topekawaterassistance](http://www.crcnet.org/topekawaterassistance)**

## **READ CAREFULLY TO UNDERSTAND YOUR RESPONSIBILITY**

- ✓ I understand it is my responsibility to provide current proof of all household income, a current copy of my water bill and another monthly bill in my name to determine my eligibility.
- ✓ I understand I need to continue making regular payments on the balance of my water bill and that any Water Assistance benefits which may be received DO NOT take the place of my responsibility to pay monthly on my water bill.
- ✓ I understand my eligibility will be determined under the WATER ASSISTANCE guidelines.
- ✓ I understand this assistance is available only once in a rolling 12-month period to those who demonstrate financial need.
- ✓ I authorize the City to release my payment history and other information to the Water Assistance Program. I also authorize the Water Assistance Program to release application information to the City.
- ✓ I understand applications with incomplete information or verification will not be processed and will be destroyed.
- ✓ I certify that all information I have provided is complete and accurate.