

ATTACHMENT 3
LOW INCOME HOUSEHOLD WATER ASSISTANCE PROGRAM
(LIHWAP)

LANDLORD/MANAGEMENT AGREEMENT

LIHWAP provides financial assistance to low-income Californians to help manage their residential water and wastewater utility costs. The federal LIHWAP funds are provided by the U.S. Department of Health and Human Services and the California Department of Community Services and Development (CSD) has been designated the administering agency for LIHWAP in California.

The Landlord/Management Agreement is a supplemental form to the LIHWAP application. This Agreement is used for the landlord/management agent to verify: 1) the tenancy of the applicant; 2) that water, wastewater, and/or stormwater costs are included in tenant's rent or utility sub-metering; and 3) these costs are current or past due. The Landlord/Management Agent signature on the Landlord/Management Agreement assures the LIHWAP benefit will be applied towards the Tenant's current utilities included in rent payment or utility sub-metering.

Tenant Name			
Service Address		Unit Number	
City, State, Zip			
Phone		Email	

Amount of monthly rent that covers water and/or wastewater and or stormwater costs	\$	Assistance to Cover	<input type="checkbox"/> Water Only <input type="checkbox"/> Wastewater Only <input type="checkbox"/> Water and Wastewater when combined in one bill under the Landlord/Management Agent's account
Number of months past due on rent, if applicable			

Property Owner			
Manager/Rental Agent			
Address			
City, State, Zip			
Phone		Email	

Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Electronic Signature. Both the Landlord/Management Agent and Tenant consent to the use of electronic signatures on this Agreement and all documents relating to this Agreement, including amendments to any of the foregoing. An electronic signature shall have the same validity and enforceability as a handwritten signature to the fullest extent permitted by applicable law. The Agreement and any document related to this Agreement executed with electronic signatures shall be deemed to be "written" or "in writing", to have been executed, and to constitute an original written record when printed, and shall be fully admissible in any legal proceeding. For purposes hereof, "electronic signature" shall have the meaning set forth in the California Uniform Electronic Transactions Act ("UETA") (Civ. Code § 1633.1 - §1633.17).

Landlord/Management Agent Certification. The Landlord/Management Agent confirms the Tenant listed above has entered into a rental agreement with the Landlord/Management Agent and the Tenant's water, wastewater, and/or stormwater charges are included in rent. The Landlord/Management Agent agrees to accept a reduced rental payment from the Tenant corresponding to the LIHWAP benefit which will be applied to the Tenant's current or subsequent month's rent within 45 days of confirmation that the LIHWAP benefit was applied to Landlord/Management Agent's utility account. LIHWAP benefits are administered as a one-time payment on behalf of eligible households. The Landlord/Management Agent consents to the release of the Landlord/Management Agent's utility account information and copy of current utility bill to the California Department of Community Services and Development (CSD) and its authorized agents, including HORNE LLP, for the purpose of processing the LIHWAP benefit. CSD and its authorized agents will restrict the uses and disclosures of this information to the minimal amount necessary to process LIHWAP benefits.

Landlord or Management Agent Signature

Date

Tenant Certification. I certify that I am a tenant named on the rental agreement with the Landlord/Management Agent. I understand the Landlord/Management Agent agrees to accept a reduced rental payment if my LIHWAP application is approved and a corresponding payment is issued to the Landlord/Management Agent's utility company for my household's water, wastewater, and/or stormwater charges. I understand CSD, or its authorized agents, will notify the Landlord/Management Agency when the LIHWAP benefit is credited to the Landlord/Management Agent's utility account, and I consent to the release of this information for the purposes of processing my LIHWAP benefits. I understand I may be entitled to tenant protections, which may include a civil suit in small claims court for breach of contract, if the Landlord/Management Agent does not honor the terms of the Landlord/Management Agreement.

Tenant Signature

Date