



**PUBLIC UTILITY DISTRICT NO. 1
OF MASON COUNTY**

N. 21971 Hwy. 101
Shelton, Washington 98584

BOARD OF COMMISSIONERS

MIKE SHEETZ, Commissioner
JACK JANDA, Commissioner
RON GOLD, Commissioner

CANAL COMFORT FUND – PROCEDURES (MASON)

PUD #1 of Mason County will send donations for the “Canal Comfort Fund” to Mason, Thurston, Lewis County Community Action Council’s Administrative Office in Lacey (Attention Fiscal Department). These funds will be reserved exclusively for eligible applicants that are in an energy crisis (having difficulty paying their utility bill.)

Project period for **POWER** will be October to October.

Project period for **WATER** will be seasonal beginning June 1 and ending September 30th of the current watering season.

AN ELIGIBLE APPLICANT MUST:

1. Live within the electric service area of PUD #1 of Mason County (for electric assistance).
2. Have a previous monthly gross income at or below 125% of the current poverty guidelines.
3. Show verification of:
 - Social Security Numbers for all adults (18 years and over) living in the household
 - Proof of previous months’ income
 - Proof of Address
 - Fill out pre-application

The average payment from the fund will not exceed \$150.00 per household per year for Electric and \$100.00 per household per year for Water.

CAC intake and fiscal staff will keep a current expenditure journal to monitor the account balance.

The original application/referral will go to CAC fiscal department to process for payment to utility.

A copy of the application/referral will go in the applicant’s file and one copy to the utility as a promise to pay.

Quarterly reports will be submitted to the utility by CAC staff.

A quarterly report shall be provided to PUD #1 on January 15th, April 15th, July 15th and October 15th as provided for in RCW 54.52.020.