



## ENERGY ASSISTANCE APPLICATION

Program Year 2023 – 2024

Byrd Barr Place administers both the Low-Income Home Energy Assistance Program (LIHEAP) and the Puget Sound Energy Home Energy Lifeline Program (PSE HELP). Households can qualify for one or both programs, see the eligibility guidelines below. You can apply for LIHEAP by completing this packet, and you can apply for PSE HELP by completing the form in this packet or at [pse.com](http://pse.com).

### Eligibility – Household must meet ALL of the following requirements

1. Household lives within the Seattle city limits. Note: ZIP codes 98106, 98178, 98177, and 98133 are served by two different agencies; please call to see if you are within our service area. We do **NOT** serve the 98148 or 98168 ZIP codes for unincorporated Seattle.
  
2. Household’s monthly income must be at or below 150% of the federal poverty line. See income eligibility guidelines at [byrdbarrplace.org/energy](http://byrdbarrplace.org/energy).

Number of Household Members	LIHEAP Average Monthly Income Maximum	PSE HELP Average Monthly Income Maximum
1 person	\$1,823	\$5,888
2 people	\$2,465	\$6,729
3 people	\$3,108	\$7,571
4 people	\$3,750	\$8,408
5 people	\$4,393	\$9,083

We can assess for one, three, or 12 months of income. Eligibility is based on the month prior to the signature date. A 20% deduction is taken on all earned income taxed at the time of payout.

- 3a. Household has an active Seattle City Light account, an oil account and/or Puget Sound Energy account, or
- 3b. Household pays energy costs as part of their rent.

### How to Apply

Mail	Drop off	Email	Online
722 18 <sup>th</sup> Ave Seattle, WA 98122	722 18 <sup>th</sup> Ave Seattle, WA 98122 9AM – 5PM Monday – Friday	energyassistance@ byrdbarr.place	<a href="https://www.tfaforms.com/5052144">https://www.tfaforms.com/5052144</a>

**If you have questions, please call (206) 812-4940 or email [energyassistance@byrdbarr.place](mailto:energyassistance@byrdbarr.place).**

## Required Documents

1. **Recent heating/energy bill** (within the last year) with account number visible (unless your heat cost is included in your rent).
  - Copy of Seattle City Light bill
  - Copy of oil bill, if relevant
2. **Do you pay your energy utility bill with rent?** If yes, you must also provide:
  - Heat with Rent (HWR) verification form signed and dated by landlord or building manager.
  - Copy of rental lease stating heat is included with rent.
  - A rent receipt or ledger that shows recent residency at current address.
3. **Social security card documentation for ALL household members living in the home, including minors.** If your social security card is missing or you can't find a replacement for it, below is a list of alternatives documents that can be used. Please note that depending on the type of documentation used to verify the social security number, an additional document, such as a birth certificate, may be required as well.
  - U.S. social security card
  - W-2 Form with full SSN (including W-2C, W-2G, etc.)
  - SSA-1099 Form with full SSN (including SSA-1099-SM, SSA-1099-R-OP1, etc.)
  - Non-SSA 1099 Form with full SSN (including 1099-DIV, 1099-MISC, etc.)
  - 1098 Form with full SSN (including 1098-C, etc.)
  - Bank, loan or financial documents with full SSN
  - Pay stub with full SSN
4. **Income documentation for the 3 months prior to the signature date on the application.** ALL household members who are 18 years and older must provide income documentation. See income types below and the corresponding documentation required.
  - Earned income:** You must provide pay stubs from the previous month of when you sign the application. If you cannot provide pay stubs, you must fill out the Self-declaration of Income Form.
  - SSA, SSI, Pension, TANIF, and ABD:** Any of these documents can be used to show income. If you don't have documentation for these benefits, please provide a bank statement.
  - Self-employed:** Please fill out the Self-employed Income Form regarding your small business. You will need itemized receipts dated in the three previous months, and they must be for allowable deductions only according to the policy. Take a standard 50% deduction for each month of self-employment. The standard deduction may only be taken if earnings are more than the allowable standard deduction AND the household member can provide proof of self-employed business, such as a business card, bank statements, and/or a screenshot of business website.
  - Child support:** Please provide information of income in regard to child support, such as official court statements. If it is paid in cash, please provide a bank statement and highlight it. And fill out the Self-declaration of Income Form stating why you can't provide the documents regarding child support and put the amount that you received in the last three months.
  - No income:** Please fill out the Declaration of No Income Form if you do not have any source of income. Only fill this out if you receive \$0 earned income or benefits.
  - If you have income, but no documentation:** Please fill out the Self-declaration of Income Form if you cannot provide documents of pay stubs or social security income benefits.
5. **Signed Energy Savings Tips form.** Review and sign the Energy Savings Tips form included in this application packet.



## ARE YOU INTERESTED IN ANY OF THESE OTHER PROGRAMS WE OFFER?

Please check the boxes for the programs you are interested in. Returning this form does not guarantee assistance. Please visit our website or call us for eligibility requirements and program and application updates.

**LIHEAP FURNACE REPAIR PROGRAM (FRP)**

- Eligible LIHEAP households who are homeowners can apply to receive up to \$10,000 for a furnace cleaning, repair, or replacement.

**LIHEAP AIR CONDITIONER PROGRAM (AC)**

- Eligible LIHEAP households can apply for a portable air conditioner unit.

**LIHEAP EVICTION PREVENTION RENTAL ASSISTANCE**

- Eligible LIHEAP households facing a heat-related crisis with an active eviction notice can apply for a grant of up to \$1,500 to prevent eviction.

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## DID YOU KNOW YOU CAN ALSO APPLY FOR THE SEATTLE CITY LIGHT UTILITY DISCOUNT PROGRAM?

Eligible households can enroll in the City of Seattle's Utility Discount Program (UDP), which offers a 60% discount on Seattle City Light bills and a 50% discount on Seattle Public Utility bills.

**Apply directly with Seattle City Light for this program.** Go to [seattle.gov/human-services/services-and-programs/utility-discount-program](https://seattle.gov/human-services/services-and-programs/utility-discount-program) or call 206-684-0268 to speak to a city representative.

**HOUSEHOLD INFORMATION FORM (HIF) (7/2016)**

<b>*Agency:</b>	<b>Assistance Provided:</b> <input type="checkbox"/> *Energy Assistance <b>OR</b> <input type="checkbox"/> *Crisis - Imminent <b>OR</b> <input type="checkbox"/> *Crisis - No Heat <input type="checkbox"/> Other Emergency Services <input type="checkbox"/> Conservation Education	<input type="checkbox"/> Interested in Weatherization <input type="checkbox"/> Tribal Member <input type="checkbox"/> Received Food Assistance <input type="checkbox"/> Heat with rent <input type="checkbox"/> Received EAP last program year	<b>File Number:</b>
<b>*County:</b>			<b>Certification Date:</b>

**SECTION A: Household Contact & Eligibility Information**

<b>*Primary Applicant:</b>			
(Last Name)	(First Name)	(Middle Initial)	
<b>*Residence Address:</b>			
<b>City, State, Zip:</b>			
<b>Mailing Address:</b> (If different)			
<b>City, State, Zip:</b>			
<b>Phone Number:</b> ( ) -	<b>Message Phone:</b> ( ) -	<b>Lived at Residence:</b> <b>Years: Months:</b>	
<b>*Housing Status:</b> 1 <input type="checkbox"/> Own/buy 2 <input type="checkbox"/> Subsidized 3 <input type="checkbox"/> Rental 4 <input type="checkbox"/> Roomer/Boarder 5 <input type="checkbox"/> Temp Housing <b>Cost per Month:</b> \$	<b>*Housing Type:</b> 1 <input type="checkbox"/> 1-3 Family 2 <input type="checkbox"/> 4+ Family 3 <input type="checkbox"/> Hi-Rise 4 <input type="checkbox"/> Mobile 5 <input type="checkbox"/> RV <b>Number of Bedrooms:</b>	<b>*Income/Benefits:</b> <input type="checkbox"/> SSI <input type="checkbox"/> Earned Income <input type="checkbox"/> TANF <input type="checkbox"/> Pension <input type="checkbox"/> GA <input type="checkbox"/> Self Employed <input type="checkbox"/> VA <input type="checkbox"/> Child Support <input type="checkbox"/> Soc. Sec. <input type="checkbox"/> Unemployment <input type="checkbox"/> Military <input type="checkbox"/> Other	<b>*Total Number of People in the Household:</b>
<b>Target Group #1:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>*Primary Heat Source:</b> 1 <input type="checkbox"/> Electric           4 <input type="checkbox"/> Oil 2 <input type="checkbox"/> Natural Gas       5 <input type="checkbox"/> Wood 3 <input type="checkbox"/> Propane           6 <input type="checkbox"/> Coal	<b>*Annual Heat Cost:</b> \$ _____ <input type="checkbox"/> Back Up Heat Cost	
<b>Target Group #2:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Total Energy Cost:</b> \$ _____ <input type="checkbox"/> Used Surrogate Data	
		<b>*Total Annual Electric Costs:</b> \$ _____	

**SECTION B: Energy Assistance (EAP)**

<b>Staff:</b> _____	<b>P.O.#:</b> _____
<b>Payment to Vendor(s):</b>	<b>HOUSEHOLD ELIGIBILITY AMOUNT:</b> \$ _____
#1 _____ Acct. #: _____	<b>Direct Pay to Applicant:</b> \$ _____
#2 _____ Acct. #: _____	\$ _____
	<b>TOTAL EAP PAID TO DATE:</b> \$ _____

**SECTION C: Other Emergency Services (OES)**

<b>Staff:</b> _____	<b>P.O.#:</b> _____
<b>Heat System: Repairs</b> <input type="checkbox"/>	<b>Vendor #:</b> _____ \$ _____
<b>Replacement</b> <input type="checkbox"/>	<b>Vendor #:</b> _____ \$ _____
<b>Other Repairs &amp; Services:</b>	<b>Vendor #:</b> _____ \$ _____
	<b>Vendor #:</b> _____ \$ _____
<b>Shelter Assistance:</b>	<b>Vendor #:</b> _____ \$ _____
	<b>Vendor #:</b> _____ \$ _____
	<b>TOTAL OES PAID TO DATE:</b> \$ _____

I certify that I have provided and reviewed all information on each page of this document, and it is accurate to the best of my knowledge. I understand that I may be subject to criminal prosecution if I have knowingly provided false information. I further understand that I may request a Fair Hearing if the provision of the above information is not acted on to determine my eligibility within a reasonable time or if I do not receive benefits for which I feel I am eligible. I give my permission for this agency and Washington State Department of Commerce (COMMERCE) to request/release necessary information that may result in my receiving benefits from this assistance request and from similar and related programs administered by the State of Washington, including food assistance. I also give the above listed heating vendor(s) permission to establish a line of credit, and/or to release my account information to this agency or COMMERCE for current and future data analysis and eligibility determination. If the vendor is Seattle City Light or Seattle Public Utilities, the permission to release customer billing and consumption information is allowed for up to six months from the date of this application. I understand that provision of my social security number is necessary to avoid duplicate energy assistance benefit payments to the same applicant household. I hereby authorize energy program staff to also use my social security number for income verification purposes (including Employment Security Unemployment Insurance and DSHS Food Assistance). I further authorize this agency and COMMERCE to use my personal information within their organizations for the purpose of identifying and reporting unduplicated non-personal applicant data.

**\*Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Note: All fields designated with an (\*) are required information.)



# PSE HELP APPLICATION

AGENCY # (Required)	COUNTY	CERTIFICATION DATE	FILE # (Optional)
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## SECTION A: HOUSEHOLD INFORMATION (Required)

APPLICANT'S NAME (LAST)	(FIRST)	(MIDDLE INITIAL)	LAST FOUR OF SSN	DATE OF BIRTH (MM/DD/YY)
SECOND ADULT IN HOUSEHOLD (LAST)	(FIRST)	(MIDDLE INITIAL)	LAST FOUR OF SSN	DATE OF BIRTH (MM/DD/YY)
EMAIL ADDRESS				
RESIDENCE ADDRESS			CITY	STATE ZIP
MAILING ADDRESS (IF DIFFERENT THAN RESIDENCE)			CITY	STATE ZIP
PHONE ( )	MESSAGE PHONE ( )	DATE MOVED INTO RESIDENCE (MM/DD/YY)		

## SECTION B: BILLING INFORMATION (Required)

<p><b>HOW DOES APPLICANT'S NAME APPEAR ON PSE BILL?</b></p> <p><input type="checkbox"/> PRIMARY   <input type="checkbox"/> CO-CUSTOMER   <input type="checkbox"/> NOT LISTED*</p> <p><small>*Note: PSE will sign you up for service as co-customer, or primary dependent on Section B questions 1-4.</small></p>	<p><b>If the Applicant is the Primary on the PSE bill please skip to Section C.</b></p>			
PRIMARY NAME ON PSE BILL (LAST)	(FIRST)	(MIDDLE INITIAL)	LAST FOUR OF SSN	DATE OF BIRTH (MM/DD/YY)
<p>Is the Primary name listed on the PSE bill:</p> <p>1. At least 18 years of age or emancipated*? No ___ Yes ___</p> <p>2. Still living at residence*? No ___ Yes ___</p> <p>3. Spouse of applicant? No ___ Yes ___</p> <p>4. Deceased spouse of applicant No ___ Yes ___</p> <p><small>(If you answer "yes" to #4, the Applicant's name will appear as primary. Their account number will be changed.)</small></p>		<p><b>*Note: If you answered No to questions 1 or 2, PSE will automatically sign you up for service as the primary and contact agency with your new account number. PSE may contact landlord to avoid discrepancies. A Deposit may be requested. Payment arrangements may be made on the deposit by contacting customer service prior to the due date @ 1-888-225-5773 M - F 7:30 am - 6:30 pm.</b></p>		

## SECTION C: HELP

TOTAL # PEOPLE IN HOUSEHOLD	HOUSEHOLD MEMBERS (VOLUNTARY) # of people in household who are: ___ 0-2 yrs ___ 3-5 yrs ___ 6-17 yrs ___ 60+ yrs ___ Disabled ___				
HOUSING STATUS	HOUSING TYPE	ENERGY TYPE	ANNUAL USAGE COST	INCOME SOURCE(S)	INCOME
1 <input type="checkbox"/> Own/buy 2 <input type="checkbox"/> Subsidized 3 <input type="checkbox"/> Rental \$ ___ per month	1 <input type="checkbox"/> 1-3 Family 2 <input type="checkbox"/> 4+ Family 3 <input type="checkbox"/> Hi-Rise 4 <input type="checkbox"/> Mobile 5 <input type="checkbox"/> RV	1 <input type="checkbox"/> All Electric 2 <input type="checkbox"/> Gas + Electric 3 <input type="checkbox"/> Gas only 4 <input type="checkbox"/> Electric Base	<input type="checkbox"/> Back Up Energy Cost <input type="checkbox"/> Used Surrogate Data Gas \$ _____ Electric \$ _____ LIHEAP \$ _____ Heat Cost \$ _____ <small>(If applicable)</small> Total \$ _____	1 <input type="checkbox"/> SSI   7 <input type="checkbox"/> PEN 2 <input type="checkbox"/> TANF   8 <input type="checkbox"/> MIL 3 <input type="checkbox"/> GA   9 <input type="checkbox"/> CS 4 <input type="checkbox"/> VA   10 <input type="checkbox"/> UI 5 <input type="checkbox"/> SSA   11 <input type="checkbox"/> Self Employ 6 <input type="checkbox"/> EI   12 <input type="checkbox"/> Other	Household's Monthly Income \$ _____ . _____
RECEIVED LIHEAP THIS PROGRAM YEAR?: <input type="checkbox"/> YES <input type="checkbox"/> NO \$ _____			STAFF NAME		
INTERESTED IN HOME WEATHERIZATION?: <input type="checkbox"/> YES <input type="checkbox"/> NO			PURCHASE ORDER #		
<b>2-Year Certification</b> <small>Certify eligibility for two years after demonstrating a steady household income.</small> <small>Not Applicable: _____</small> <small>1st Year Qualified: _____</small> <small>2nd Year Qualified: _____</small> <small>No Steady Income Source(s) &amp; Occupant(s): _____</small>		#1 Gas Acct. # _____ vendor # _____ \$ _____ #2 Electric Acct. # _____ vendor # _____ \$ _____ vendor # _____ \$ _____ vendor # _____ \$ _____			
<b>APPLICANT'S TOTAL ELIGIBILITY AMOUNT: \$ _____</b>					

I certify that I have provided and reviewed the above information, which is accurate to the best of my knowledge. I understand that I may be subject to criminal prosecution if I have knowingly provided false information. Additionally, I hereby authorize Puget Sound Energy, Inc. ("PSE"), this Agency, and Washington State Department of Commerce (COMMERCE) to exchange and release, disclose and make available to each other, information about me, my use of PSE products and services and/or my application for or participation in the PSE HELP program. This includes any information furnished or disclosed by me to this Agency herein or otherwise and any other information necessary or useful in assessing, documenting or confirming my eligibility or ineligibility to receive PSE HELP benefits (including Employment Security, Unemployment Insurance and DSHS Food Stamp benefits) or for current or future data analysis related to the provision of these or similar benefits. I do so with full knowledge that this information is or may be confidential and as such will be protected as outlined in PSE, COMMERCE, or this Agency's privacy policy, as those policies are updated from time to time (see, e.g., PSE's Privacy Policy). I understand that this authorization may be revoked at any time by written notice to PSE and or this Agency. Until such time as I do so revoke this authorization in writing, however, this authorization shall remain in full force and effect and PSE, this Agency, and COMMERCE may rely on this authorization in exchanging, releasing, disclosing and making available to each other all such information.

APPLICANT'S SIGNATURE	DATE
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## ENERGY AND MONEY SAVING TIPS

Below are ways to help you save money and use less energy. To qualify for LIHEAP, please review these tips and sign below verifying that you've read them.

- Unplug electronic devices when not in use or when leaving home.
- Consider investing in a power strip to easily turn off multiple devices.
- Turn off lights in rooms that aren't being used.
- Reduce your refrigerator's temperature (36 to 38 degrees).
- Make sure appliances are turned off after each use.
- Consider replacing bulbs with energy efficient lighting (CFL and LED lightbulbs).
- Seal drafts in windows and doors with weather stripping, caulking, or plastic film.
- Avoid using space heaters as much as possible, as they are expensive, unsafe, and not the most energy efficient when it comes to heating your entire home.
- Vacuum vents and heating baseboards regularly.
- Add light colored curtains to windows and keep shades open during the day for sunlight and closed at night to keep warm air in.
- Consider installing a water saving shower head.
- Lower water heaters thermostat to 120 degrees.
- Dust light fixtures regularly.
- Take showers, not baths.
- Run the dishwasher with full loads only and let dishes air dry.
- Lower the thermostat every time you leave the house.
- Wash full loads of laundry with cold water, air dry clothes, and clean lint trap.
- Raise the heat temperature in your home gradually, since sudden increases will substantially increase your energy usage.



Rebates for energy efficient appliances, showerheads, and light bulbs are available. Go online or call your energy advisor for more information and how to apply!

**Seattle City Light:** Call (206) 684-3800, email [SCEnergyAdvisor@seattle.gov](mailto:SCEnergyAdvisor@seattle.gov) or go to [seattle.gov/light/conserve](http://seattle.gov/light/conserve)

**Puget Sound Energy:** Call 1-800-562-1482, email [EnergyAdvisor@pse.com](mailto:EnergyAdvisor@pse.com) or go to [pse.com/rebates](http://pse.com/rebates)

**I acknowledge that I have read the above Energy Saving Tips.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Household Member Information Form (7/2016)**

<b>*Last Name</b>		<b>*First Name</b>		<b>MI</b>	<b>*SSN (required if primary)</b>	<b>*DOB</b>	
<b>*Relation to Primary</b> <input type="checkbox"/> Self <input type="checkbox"/> Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Child <input type="checkbox"/> Other Relative <input type="checkbox"/> Other Non-Relative		<b>*Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female  <b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		<b>Race</b> <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Multi-Race <input type="checkbox"/> Other		<b>Education (24 Years or Older)</b> <input type="checkbox"/> 0-8 <input type="checkbox"/> 9-12 Non-Graduate <input type="checkbox"/> High School Graduate/GED <input type="checkbox"/> 12+ Some Post-Secondary <input type="checkbox"/> 2 or 4 Year College Graduate <b>Included in Calculation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Disabled</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Military Veteran</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Health Insurance</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>*Last Name</b>		<b>*First Name</b>		<b>MI</b>	<b>*SSN (required if secondary)</b>	<b>*DOB</b>	
<b>*Relation to Primary</b> <input type="checkbox"/> Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Child <input type="checkbox"/> Other Relative <input type="checkbox"/> Other Non-Relative <b>Secondary Applicant</b> <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>*Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female  <b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		<b>Race</b> <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Multi-Race <input type="checkbox"/> Other		<b>Education (24 Years or Older)</b> <input type="checkbox"/> 0-8 <input type="checkbox"/> 9-12 Non-Graduate <input type="checkbox"/> High School Graduate/GED <input type="checkbox"/> 12+ Some Post-Secondary <input type="checkbox"/> 2 or 4 Year College Graduate <b>Included in Calculation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Disabled</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Military Veteran</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Health Insurance</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>*Last Name</b>		<b>*First Name</b>		<b>MI</b>	<b>SSN</b>	<b>*DOB</b>	
<b>*Relation to Primary</b> <input type="checkbox"/> Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Child <input type="checkbox"/> Other Relative <input type="checkbox"/> Other Non-Relative		<b>*Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female  <b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		<b>Race</b> <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Multi-Race <input type="checkbox"/> Other		<b>Education (24 Years or Older)</b> <input type="checkbox"/> 0-8 <input type="checkbox"/> 9-12 Non-Graduate <input type="checkbox"/> High School Graduate/GED <input type="checkbox"/> 12+ Some Post-Secondary <input type="checkbox"/> 2 or 4 Year College Graduate <b>Included in Calculation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Disabled</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Military Veteran</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Health Insurance</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>*Last Name</b>		<b>*First Name</b>		<b>MI</b>	<b>SSN</b>	<b>*DOB</b>	
<b>*Relation to Primary</b> <input type="checkbox"/> Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Child <input type="checkbox"/> Other Relative <input type="checkbox"/> Other Non-Relative		<b>*Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female  <b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		<b>Race</b> <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Multi-Race <input type="checkbox"/> Other		<b>Education (24 Years or Older)</b> <input type="checkbox"/> 0-8 <input type="checkbox"/> 9-12 Non-Graduate <input type="checkbox"/> High School Graduate/GED <input type="checkbox"/> 12+ Some Post-Secondary <input type="checkbox"/> 2 or 4 Year College Graduate <b>Included in Calculation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Disabled</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Military Veteran</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Health Insurance</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>*Last Name</b>		<b>*First Name</b>		<b>MI</b>	<b>SSN</b>	<b>*DOB</b>	
<b>*Relation to Primary</b> <input type="checkbox"/> Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Child <input type="checkbox"/> Other Relative <input type="checkbox"/> Other Non-Relative		<b>*Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female  <b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		<b>Race</b> <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Multi-Race <input type="checkbox"/> Other		<b>Education (24 Years or Older)</b> <input type="checkbox"/> 0-8 <input type="checkbox"/> 9-12 Non-Graduate <input type="checkbox"/> High School Graduate/GED <input type="checkbox"/> 12+ Some Post-Secondary <input type="checkbox"/> 2 or 4 Year College Graduate <b>Included in Calculation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Disabled</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Military Veteran</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Health Insurance</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>*Last Name</b>		<b>*First Name</b>		<b>MI</b>	<b>SSN</b>	<b>*DOB</b>	
<b>*Relation to Primary</b> <input type="checkbox"/> Spouse <input type="checkbox"/> Partner <input type="checkbox"/> Child <input type="checkbox"/> Other Relative <input type="checkbox"/> Other Non-Relative		<b>*Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female  <b>Ethnicity</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino		<b>Race</b> <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Multi-Race <input type="checkbox"/> Other		<b>Education (24 Years or Older)</b> <input type="checkbox"/> 0-8 <input type="checkbox"/> 9-12 Non-Graduate <input type="checkbox"/> High School Graduate/GED <input type="checkbox"/> 12+ Some Post-Secondary <input type="checkbox"/> 2 or 4 Year College Graduate <b>Included in Calculation</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Disabled</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Military Veteran</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  <b>Health Insurance</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

**Note:** All fields designated with an (\*) are required information. SSN's for the primary and secondary applicants are also required.

# Household Income Information Form (All Adults 18+)

(Do not include the current month.)

Household Member Number #1 (Name)	Month:	Month:	Month:
Notes:	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____
Household Member Number #2 (Name)	Month:	Month:	Month:
Notes:	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____
Household Member Number #3 (Name)	Month:	Month:	Month:
Notes:	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____	<input type="checkbox"/> <b>Earned Income</b> \$ _____ \$ _____ <input type="checkbox"/> <b>No Income</b> <input type="checkbox"/> <b>SSA:</b> \$ _____ <input type="checkbox"/> <b>SSI:</b> \$ _____ <input type="checkbox"/> <b>GA:</b> \$ _____ <input type="checkbox"/> <b>TANF:</b> \$ _____ <input type="checkbox"/> <b>Other:</b> \$ _____





## DECLARATION STATEMENT OF NO INCOME

I, \_\_\_\_\_, do hereby declare that I have not received any full  
Name

income for the month(s) or pay date(s) listed below.

This LIHEAP application is signed in the month of \_\_\_\_\_.

Which of the three months prior to the signature date did you **NOT** receive income?

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> July 2023      | <input type="checkbox"/> December 2023 | <input type="checkbox"/> May 2024    |
| <input type="checkbox"/> August 2023    | <input type="checkbox"/> January 2024  | <input type="checkbox"/> June 2024   |
| <input type="checkbox"/> September 2023 | <input type="checkbox"/> February 2024 | <input type="checkbox"/> July 2024   |
| <input type="checkbox"/> October 2023   | <input type="checkbox"/> March 2024    | <input type="checkbox"/> August 2024 |
| <input type="checkbox"/> November 2023  | <input type="checkbox"/> April 2024    |                                      |

**(REQUIRED)** The reason that I had no income for the month(s) listed above is:

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**(REQUIRED)** I have been meeting my basic living needs for food, shelter, and utilities by:

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*I certify that the information contained above is complete and accurate to the best of my knowledge. I understand that I am signing this statement under penalty of prosecution if I knowingly give false information, which results in assistance received for which I am not eligible.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**EAP Staff Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## HEAT INCLUDED WITH RENT VERIFICATION FORM

This form is to be completed and signed by a building manger or landlord.

This form **MUST be accompanied by a lease** that is dated within the last year, and shows heating costs is included with rent.

We can accept an older lease if you also submit a housing document that is dated within the last year, such as a recent rent receipt, rental ledger, recertification letter, or statement from the property manager.

I do hereby declare that \_\_\_\_\_ is a tenant at:  
Client's Full Name

\_\_\_\_\_  
Apartment Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Apt #

\_\_\_\_\_  
ZIP Code

and has resided there since \_\_\_\_\_,  
Month Year

The dwelling's primary heat source comes from:  Electricity  Gas

Is it stated in the rental agreement, that the payment for heat is included in the monthly rent?  Yes  No

**Manager/Landlord (Print Name):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Telephone Number: \_\_\_\_\_

*I certify that the above information is true and accurate to the best of my knowledge.*