

Enfield Neighborhood Services 2012-2012 Energy Assistance Program

860-253-6396

BY APPOINTMENT ONLY

Energy Assistance will help pay a portion of your winter heating expenses. You may be eligible for benefits even if heat is included in your rent payment (*depending on your income and rent amount*).

You may be eligible if your income is less than the amounts listed below (asset restrictions apply):

number of people in household	1	2	3	4	5	6
monthly income	\$2,651	\$3,467	\$4,283	\$5,099	\$5,914	\$6,730

The First day for oil deliveries is November 15, 2012.

The application deadline for the program is May 1, 2013, unless you heat with a utility and have a shut off notice in which case the deadline is May 15, 2013.

Be sure to inquire about cost saving programs such as “The Matching Payment Program”, “Weatherization”, “Hardship Protection” and programs that may help repair or replace a broken furnace.

Documentation Needed in Order to Apply:

All Income for All Household Members

- **Wages**- Last 4 weeks of paystubs for all household members age 18 or older
- **DSS Income**-Letter from Manchester DSS or a Budget Sheet to show benefits being received
- **Social Security**- Copy of most recent check or bank statement if direct deposited.
- **Pensions/Annuities** -Copy of most recent check or most recent 1099 or letter from payer.
- **Veteran's Income** -Copy of recent check or award letter.
- **Worker's Compensation** – Statement showing benefits and period covered or 4 most recent paystubs.
- **Unemployment**-Printout of payment history from CT works office or website
- **Self Employment** – Completed form and a complete copy of your previous year's tax return
- **Rental Income** – Rent receipts with letter from tenant or a copy of the lease
- **Child Support/Alimony** – Divorce decree, letter from an attorney, or printout from child support enforcement.
- **Real Estate Agents** – Worksheet from company covering 6 months to a year.
- **Money from family/friends** – If you received money from family and friends to help pay your bills you must fill in and submit a completed friends and family form or itemized statement of money received with the dates paid.
- **Zero Income** – If you had no income at all over the 4 week period prior to applying we ask for proof of how bills are paid or delinquency notices.

Assets

- You must supply ALL applicable documentation for anything that can be turned into cash. This includes- bank accounts, CD's, Stocks, Bonds, IRA's if your over age 59 ½, 401K plans, etc. Documentation would be the most recent, complete and unaltered statements.

Other Documentation for ALL CLIENTS

- **Renters**- proof of rent is required along with your landlords full name, address, and phone number. If you are on Section 8, a housing certificate is required. If your heat is included in your rent a lease is required.
- **Home Owners**-proof of Mortgage, most recent mortgage statement or payment book.
- **Gas**-Most recent complete gas bill
- **Electric**-Most recent complete electric bill
- **DSS Clients**-Food stamp card and DSS application if you received one in the mail.
- **Birthdates**- Birth Certificates or Driver's License for EVERY member of the household
- **Social Security Numbers** for EVERY member of the household -Social Security cards.