

SLCAP Weatherization Application

When submitting an application for home weatherization, please be sure to include the following information:

1. **PROOF OF INCOME** for all household members received last calendar month. Check stubs or a statement from your employer, a copy of your unemployment check stubs. Social Security payments can be documented by your annual benefits letter or a copy of a bank statement. If any adult in the household was not employed you may be able to get an employment benefits printout from the Department of Workforce Services, or a statement from your caseworker. (If you were approved for the last HEAT year program, this information may be available to us until September 30.)
2. **PROOF OF OWNERSHIP**, if you own or are buying your home. A property tax notice, deed, title or notarized purchase contract are acceptable proof of ownership.
3. **LANDLORD'S FULL NAME AND MAILING ADDRESS**, if you are renting. We have a contract which the landlord must sign and have notarized before we can approved applications for rental units.
4. **A COPY OF A SOCIAL SECURITY CARD** for the qualifying applicant and Social Security numbers for all household members.
5. If your income is higher than our guidelines you may also submit receipts or canceled checks for any out-of-pocket medical expenses you paid in the same month for which we are verifying income. These may include health, dental and vision insurance, dental work, eyeglasses, prescriptions, copays or other medical expenses, hospital payments and other health-related expenses.

Should you have any questions regarding this information, please contact Laura at (801)359-2444, EX 215. Tooele County residents may call 800-796-2444 EX. 215.



APPLICATION FOR HOME WEATHERIZATION

This application is for a home Weatherization grant for low-income households. The Weatherization Assistance Program is funded by the U.S. Department of Energy, U.S. Department of Health & Human Services, Rocky Mountain Power and Questar Gas. You must provide the total gross income for the period specified for all members of the household, which will be used to determine your eligibility for the program. It is illegal to obtain assistance by giving false or misleading information. You should also receive a Privacy Act statement with this application for Weatherization services. Salt Lake Community Action Program reserves the right to deny service to anyone.

ALL PORTIONS OF THIS APPLICATION MUST BE COMPLETED

Applicant's Name: _____ Soc. Sec. #: _____/_____/_____
Address: _____ City: _____
State: _____ Zip Code: _____ Phone #: _____ Convenient Time to Call: _____

The home to be weatherized is:

Owner Occupied _____ Title is recorded in the name of: _____
Renter or Lease Occupied _____ Landlord's name _____
Landlord's Address & Phone _____

Total number of people living at the above residence: _____					List all names below:	
Name:	Age	Sex	Income \$*	Source	Disabled	Soc. Sec. #
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____

(List additional household members on the back of application.)

* I received **H.E.A.T.** assistance this year: **Y / N** *I receive Section VIII assistance from the Housing Authority: **Y / N**

Income for last month. Income from all sources must be calculated **before** taxes and deductions. Proof of income must be included with application in order to be considered for weatherization. If your income changed last month please explain: _____

I give permission to the administering agency, State of Utah, Rocky Mountain Power, and Questar Gas to inspect the real property I occupy in order to determine weatherization needs, and after weatherization, to verify the work and its effectiveness in meeting program goals.

My signature below certifies the information above is correct to the best of my knowledge. In addition it authorizes the release of utility usage records to the administering agency and the State of Utah. I authorize to employers, government agencies, (Soc. Sec. Administration, Veterans Administration, Welfare Programs, etc.) to provide information concerning the income statement above. Where applicable I grant permission for Rocky Mountain Power to pay the State of Utah for the installation of approved measures and administrative services in the dwelling I own, described above. I acknowledge that I have received a copy of the Privacy Act.

Applicant's Signature: _____ Date: _____

Race of Head of Household (Voluntary response): Native American or Alaskan Native _____
Asian or Pacific Islander _____ Black _____ Caucasian _____ Hispanic _____

Use this space for Social Security Numbers for ALL ADDITIONAL household members:

<u>Name:</u>	<u>Age</u>	<u>Sex</u>	<u>Income \$*</u>	<u>Source</u>	<u>Disabled</u>	<u>Soc. Sec. #</u>
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____
_____	_____	_____	_____	_____	Y/N _____	_____/_____/_____

Additional Information: _____

From whom did you learn of this program? _____

What weatherization do you feel your home needs? _____

Community Action Program is an Equal Employment Opportunity Employer

The Community Action Program may not directly or through contractual agreements discriminate on the grounds of race, national origin, sex, handicap, religion, age or marital status.

QUESTIONS OR COMMENTS? Please call - (801)359-2444

MAILING ADDRESS: WEATHERIZATION
COMMUNITY ACTION PROGRAM
764 SOUTH 200 WEST
SALT LAKE CITY, UT 84101

*******DO NOT WRITE BELOW THIS LINE -FOR OFFICE USE ONLY*******

TYPE AMOUNT

Income Verification provided: _____ \$ _____

Total annual household income from all sources: \$ _____

I certify that the above income documentation has been examined and verified:

Eligibility Certifier - Authorized Signature

Date

NOTES

AUTHORIZATION TO RELEASE INFORMATION

I authorize **Questar Gas Company** and **Rocky Mountain Power** to release certain information to the Community Action Program of Salt Lake and other government agencies having a direct interest in the Weatherization Assistance Program. The information released will be limited to the monthly gas or electric consumption at the residence listed below during the next two years. Such release will not include any information regarding customer credit, account status, or who pays for any natural gas or electricity used.

I also authorize Questar and Rocky Mountain Power to assist the Community Action Program in developing, compiling and disseminating data relating to the reduction of heat loss in residences in conjunction with the above. I authorize Questar and Rocky Mountain Power to have access to any consumption information developed by the Community Action Program.

I understand that I may cancel this authorization at any time by mailing or delivering to Questar and Rocky Mountain Power a written request to discontinue such release of information.

NAME _____

SPOUSE _____

ADDRESS _____

DATE _____

SIGNATURE _____

QUESTAR ACCOUNT # _____

ROCKY MOUNTAIN POWER ACCOUNT # _____

PRIVACY ACT**Privacy Act Provisions**

Under section 3(e)(3) of the Privacy Act 1974, 5 USC 552a(e)(3), each agency that maintains a system of records shall inform each individual from whom it solicits information of the authority which permits the solicitation of the information; whether disclosure is voluntary; the principal purpose for which the information is intended to be used; the routine uses which may be made of the information; and the consequences, if any, resulting from failure by the individual to provide the requested information. This statement is required by the Privacy Act to be furnished prior to the collection and use of the information requested on the application for weatherization. You may retain this statement for your records.

Program Authority

The specific authority for the maintenance of weatherization client information is sections 416 and 417 of the Energy Conservation and Production Act, Pub. L. 94-385. These sections direct the U.S. Department of Energy (DOE), which is a sponsor of this program, to monitor the effectiveness of this program, and to require a weatherization agency implementing this program to keep records for DOE monitoring.

The State of Utah Weatherization Assistance Program is the recipient of weatherization funds from both DOE and the Dept. of Health and Human Services, and is required by 10 CFR 440 to document the eligibility of every dwelling unit weatherized and to maintain records for program monitoring and evaluation.

Voluntary Disclosure

Your responses to the request for information on the Weatherization Assistance Application, Authorization for Release of Information form, and Fuel Information form are entirely voluntary.

Principal Purpose of Information

The information will be used by the local weatherization agency to implement the weatherization program. It will be used by DOE to monitor the effectiveness of the program.

Routine Uses

The information, which you provide, will be used in monitoring and evaluating the effectiveness of the weatherization program. In addition, the information may be used in investigative, enforcement, or prosecutorial proceedings.

Effects of Not Providing Information

Should you decline to provide the information requested on the Application form, your dwelling cannot be considered for weatherization assistance. However, you need not sign the Fuel Information Release form in order to be considered for weatherization assistance.