

ENERGY ASSISTANCE PROGRAM 2019-2020

Requirements for Program (Revised on 10/08/19)

1	Social security cards for all household members
2	Proof of income for all members 18 years or older
3	Picture ID of head of household
4	NIPSCO bill – If you have a disconnect notice you must both bring disconnect and regular bill (CURRENT NIPSCO BILL).
5	<p>Proof of rental or home ownership</p> <ul style="list-style-type: none"> ❖ <i>Landlord affidavits (renters): only if a utility or both utilities are included in your rent.</i> ❖ <i>Deed/ title, mortgage statement, or property tax statement (homeowners)</i> <p><u>Please note: any incorrect landlord affidavit will not be accepted and no application will be completed.</u></p>
6	Employment: Beginning Nov. 1st 2019, you will need to provide a current pay stub.
7	Unemployment: You must provide documentation of what you are receiving, even from another state, from Uplink Unemployment Payment Summary.
8	Zero income: Food stamp printout from the Welfare Office must be provided. If you receive housing or utility assistance from Calumet Township, you must provide a referral from their office.
9	Social Security, SSI, Veteran’s Benefits, Annuities, Railroad Retirement and Pensions: Applicants must provide award letters for 2019.
10	If a minor under the age of 18 is receiving Social Security or SSI, the parent must provide award letter for minor.
11	Self-employed: Applicants must provide entire tax return for 2018.
12	<p>High School/ Full – Time College Students:</p> <ul style="list-style-type: none"> ❖ <i>High School students 18 years of age or older – proof of enrollment or current report card</i> ❖ <i>Full – Time College students up to age of 23 – proof of student status, such as a schedule or letter on letter head stating enrollment for 12 credit hours or more per semester.</i>

*Applicants must have all required items in order to have application processed. NO application will be processed if any documents are missing, and you WILL have to return on another day, between 8:30 am and 1:00 pm.

No documents will be accepted during any other that time.

Additional information may be requested at time of service.

****Please arrive 10 minutes prior to your appointment.****