



The promise of Community Action

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other

HEAP ASSISTANCE FOR 2011 **WOOD/OIL/PROPANE**

To qualify for this program, Wood **MUST BE** your **MAIN** source of heating or you must live in rural areas of the County with propane as your **main source of heating**. If you have natural gas, **you are not eligible** for this program. However, families in the **Mountain Communities** are **EXEMPT** due to extreme weather conditions and high fuel bills.

Eligible households are assisted once every year. Maximum amount is \$240 for a cord of wood or up to \$450 for propane. Clients are responsible for charges in excess of this amount. Services are delivered after payment is received by the utility/wood company. This amount does not include propane tank rental charges, taxes.

1) An Estimated statement must be on letterhead from the wood or propane company and must include:

- Applicants name, address, city, zip code and also mailing address if applicable.
- Account number
- Price of wood(cord) or propane per gallon.
- Number of months a cord of wood or propane fills will last (at time of applying)

2) DOCUMENTATION REQUIRED: (COPIES ONLY)

- Both **CURRENT GAS** and **ELECTRIC** bills are required (all pages to electric bill). (note: Bills must be for a minimum of 22+ days of service.)
- Rental agreement A **MUST** for CURRENT address /mortgage payment book showing your name and proof of residency. **NO RENT RECEIPTS**

3) ACCEPTABLE IDENTIFICATION:

- CALIFORNIA PICTURE ID with CURRENT address a **MUST**
No brown change of address cards from the DMV, only current printouts from the DMV will be accepted showing current address.

- SOCIAL SECURITY CARDS A **MUST for all Household Members**

4) CURRENT proof of income:

- Proof of AFDC (TANF), **FOOD STAMPS**, General Relief for CURRENT month
- Proof of SSI/SSA MONTHLY benefits for 2011 **NO 1099 forms for the year 2010 SSI/SSA payments.**
- WAGES-Pay stubs for all PRIOR 30-DAY pay periods.
- Verification of child support ("CURRENT MONTH" printout of prior 30 days monies issued) from the district attorney's office
- For state disability, worker's compensation, unemployment benefits or pension, you must show all pay stubs for all pay periods for the prior 30 days.
- Need verification of income for other adults in household. **(If he/she does not have income a, CA43A Declaration of No Income must be completed by each adult member)** Income contributions/cash payments should include date, name, address of person giving contributions.

HEAP APPLICATIONS FOR WOOD/OIL/PROPANE ARE PROCESSED BY MAIL ONLY.

PLEASE NOTE: In 2011, besides meeting income guidelines, applicants must meet set energy burden levels and required points as outlined in our Priority Plan. The Priority Plan is designed as a guide so that we may serve the neediest of the needy

MAIL COMPLETED APPLICATIONS WITH APPLICABLE DOCUMENTS

Community Action Partnership of San Bernardino County
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San Bernardino, CA 92415-0610