



SAN FRANCISCO-PENINSULA ENERGY SERVICES

(415) 416-6660

1426 Fillmore Street, Suite #318, San Francisco, California 94115

www.SFPES.org

2024

Due to limited funding and high demand, a PRIORITY PLAN is in effect. Income-eligible households may be denied for LIHEAP

Serving Marin County and the City and County of San Francisco

HE FT WP DN Intake Date:

First Name: Middle Initial: Last Name:

Mailing Address: Unit Number: Do You Own or Rent Your Home? Own Rent

Mailing City: Mailing County: Mailing State: Mailing ZIP Code:

Service Address (where applicant lives): Unit Number: Same as above (Do not use P.O. Box)

Service City: Service County: Service State: California Service ZIP Code:

Have you lived at this service address during the last 12 months? Yes No E-mail Address: Home Phone: Mobile Phone: Text Messages ok? Yes No Best time to reach you? Morning Afternoon Evening

Applicant's Social Security Number Applicant's Date of Birth Energy Bill Information Which energy bill should your LIHEAP benefit be applied to? Natural Gas Electricity Wood Propane Fuel Oil Kerosene

Income Household Information Company Name: Account Number: Are your utilities included in rent or sub-metered? Yes No Do you or someone in your household depend on electricity for a medical or mobility device? Yes No What is the main fuel you use to HEAT your home? (Select Only One) Natural Gas Electricity Wood Propane Fuel Oil Kerosene What is the secondary fuel source (if any) used to HEAT your home? Natural Gas Electricity Wood Propane Fuel Oil Kerosene Electric Service Are ALL your utilities electric? Yes No Is your electricity shut off? Yes No Natural Gas Service Is your gas company the same as your electric company? Yes No Is your natural gas shut off? Yes No Propane, Wood, Fuel Oil Service Are you currently out of fuel? Yes No A delivery of fuel lasts approximately: months Approximately how many days until you run out of fuel?

FOR OFFICE USE ONLY: Energy Services Restored after disconnection: Yes No Disconnection of Energy Services prevented: Yes No Energy Cost: \$ Energy Burden: %

HOUSEHOLD MEMBERS

Complete the fields below for all household members. Please list information for more than 8 household members on a separate paper.

| | First Name, Middle Initial, Last Name | Relation to Applicant | Date of Birth | Gross Monthly Income | Source of Income | Gender | Race | Ethnicity |
|----|---------------------------------------|-----------------------|---------------|----------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 1. | | APPLICANT | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |
| 2. | | | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |
| 3. | | | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |
| 4. | | | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |
| 5. | | | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |
| 6. | | | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |
| 7. | | | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |
| 8. | | | | | | <input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other <input type="radio"/> Decline to state | <input type="radio"/> American Indian or Alaska Native <input type="radio"/> Asian <input type="radio"/> Black or African American <input type="radio"/> White <input type="radio"/> Multi-Race <input type="radio"/> Other <input type="radio"/> Native Hawaiian or Pacific Islander <input type="radio"/> Unknown/Decline to State | Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown or Decline to State |

The information on this application will be used to determine and verify my eligibility for assistance. By signing below, I give my consent (permission) to CSD, its contractors, consultants, other federal or state agencies (CSD Partners) and to my utility company and its contractors, to share information about my utility account, energy usage and/or other information needed to provide services and benefits to me as described at the end of the form. My consent shall be effective for the period beginning 24 months prior to, and continuing for 36 months after, the date signed below. I understand that if my application for LIHEAP/DOE benefits or services is denied, or if I receive untimely response or unsatisfactory performance, I may initiate a written appeal with the local service provider and my appeal shall be reviewed no later than 15 days after the appeal is received. If I am not satisfied with the local service provider's decision I may then appeal to the Department of Community Services and Development pursuant to Title 22, California Code of Regulations section 100805. If applicable, I hereby authorize installation of weatherization measures to my residence at no cost to me. I declare, under penalty of perjury, that the information on this application is true, correct, and that the funds received will be used solely for the purpose of paying my energy costs. *LIHEAP/DOE Intake Form (Rev.11/2022)

Applicant's Signature

Date

Witness's Signature (If signed with an X)

AGENCY NAME: Community Services and Development (CSD). UNIT RESPONSIBLE FOR MAINTENANCE: Home Energy Assistance Program (HEAP). AUTHORITY: Government Code Section 16367.6 (a) Names CSD as the agency responsible for managing HEAP. PURPOSE: The information you provide will be used to decide if you are eligible for a LIHEAP payment and/or weatherization services. GIVING INFORMATION: This program is voluntary. If you choose to apply for assistance, you must give all required information. OTHER INFORMATION: CSD uses statistical definitions from the annual update of the Department of Health and Human Services' State Median Income, Federal Income Poverty Guidelines, to determine program eligibility. During application processing, CSD's designated subcontractor may need to ask you for more information to decide your eligibility for either or both programs. ACCESS: CSD's designated subcontractor will keep your completed application and other information, if used, to determine your eligibility. You have the right to access all records holding information about you. CSD does not discriminate in the provision of services on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.



REACH PROGRAM APPLICATION



RELIEF FOR ENERGY ASSISTANCE THROUGH COMMUNITY HELP (REACH)

The Relief for Energy Assistance through Community Help (REACH) program helps low-income families pay for energy during a crisis. REACH provides an energy credit for up to \$1,000 based on the past due bill. Energy credit support is subject to funding availability. To be eligible for REACH, a customer must:

- Account must be in the name of an adult living in the household
- Have a past due balance of no more than \$2000
- Have a past due balance, have received a 15-day or 48-hour disconnection notice, or have been disconnected
- Not have received REACH assistance within the past 12 months

REACH Income Guidelines

Household Size : Maximum Income Guidelines

| | <u>1-2 Persons</u> | <u>3 Persons</u> | <u>4 Persons</u> | <u>5 Persons</u> | <u>6 Persons</u> | <u>7 Persons</u> | <u>8 Persons</u> |
|--------------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Max Yearly | \$39,440 | \$49,720 | \$60,000 | \$70,280 | \$80,560 | \$90,840 | \$101,120 |
| Max Monthly | \$3,287 | \$4,143 | \$5,000 | \$5,857 | \$6,713 | \$7,570 | \$8,427 |

1. COMPLETE THE FOLLOWING INFORMATION FOR EACH HOUSEHOLD MEMBER. LIST ALL HOUSEHOLD MEMBERS.

Account Holder First Name _____ Account Holder Last Name _____

| Last Name, First Name | Gross Income | Source of Income | Age | Ethnicity | Gender M/F | Disabled Y/N | Citizen Y/N | Veteran Y/N |
|-----------------------|--------------|------------------|-----|-----------|------------|--------------|-------------|-------------|
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Indicate Ethnicity with one of the following number codes:

| | | | |
|---------------------------|--------------------|------------------------------|----------------|
| 1 African American | 3 Asian | 5 Chose not to answer | 7 Other |
| 2 Native American | 4 Caucasian | 6 Hispanic | |

Indicate the Source of Income with one of the following number codes:

| | | | |
|----------------------|------------------------------|-----------------------------|-----------------|
| EM Employment | VB Veteran's Benefits | UE Unemployment | O Other: |
| PN Pension | SSI SSI/SSD | SS Social Security | |
| IN Interest | CS Child Support | PA Public Assistance | |

2. SERVICE ADDRESS

Address

City, State, Zip Code

Phone Number

Can this number receive text messages?

County

Email Address

3. DO YOU AGREE TO BE NOTIFIED OF YOUR GRANT DECISION BY: Text Message Email

4. MAILING ADDRESS, IF DIFFERENT FROM THE SERVICE ADDRESS.

Address

City, State, Zip Code

What is your housing status? Own Rent Other Public Housing Section 8

5. ENTER THE PG&E ACCOUNT INFORMATION:

| | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|---|--|
| | | | | | | | | | | — | |
|--|--|--|--|--|--|--|--|--|--|---|--|

Total Account Balance: \$

Service Status: Off/Disconnected Termination/Shutoff Notice Past-due Account

Termination Date:

6. AGENCY INFORMATION:

Central Coast Energy Services

Intake Worker (please print)

Date

PLEASE READ ALL OF THE FOLLOWING CAREFULLY:

To the best of my knowledge, all information on this application is true and complete. I understand and accept that false or incomplete statements will result in immediate rejection. I permit Dollar Energy Fund to review my utility account with the utility company. I understand that this application does not guarantee I will receive a grant nor does it guarantee that any particular amount of grant will be received. This application was signed by the applicant and proof of the amount of household income received in the past 30 days is attached.

Applicant Signature

The **HOME ENERGY ASSISTANCE PROGRAM (HEAP)** provides payment assistance for gas and electric, wood and propane costs, and free home weatherization services for eligible low-income households in the city and county of San Francisco.

You may qualify for San Francisco-Peninsula Energy Services programs if your gross monthly household income is less than:

Due to limited funding and high demand, a PRIORITY PLAN is in effect. Income-eligible households *may* be denied for LIHEAP

| <u>1 person</u> | <u>2 persons</u> | <u>3 persons</u> | <u>4 persons</u> | <u>5 persons</u> | <u>6 persons</u> | <u>7 persons</u> | <u>8 persons</u> |
|-----------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| \$2,882 | \$3,769 | \$4,656 | \$5,543 | \$6,430 | \$7,317 | \$7,484 | \$7,650 |

US GOVERNMENT-ISSUED PHOTO ID

The following are acceptable forms of government-issued photo identification:

- State or Tribal identification (ID) card
- Driver license
- U.S. passport or passport card
- U.S. military card or military dependent's ID card (front and back)
- Permanent Resident Card, Certificate of Citizenship or Naturalization
- Employment Authorization Document

ENERGY COSTS

Submit a copy of your most RECENT energy bill (for the last 30 days). The bill must have the billing name, service address (no PO Box), and account number visible, and must show at least 22 days of service. Also, submit a shutoff notice if you have one.

IF YOU HAVE:

SUBMIT COPIES OF:

| | |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Energy Account | ALL pages of the most recent energy bill & shutoff notice if you have one. |
| Wood or Propane Account | Most recent statement or invoice. Also, submit a copy of your most recent utility bill if you have one. |
| Sub-Metered Utilities | Most recent rent receipt showing your gas and electric costs. |
| Utilities Included in Rent | Letter from your landlord stating the total amount of rent that goes towards your monthly energy costs OR request a Certification Form that your landlord may complete |

INCOME DOCUMENTS

The following are acceptable forms of proof of income for eligibility for LIHEAP and LIHWAP. You must submit copies of income documents for the LAST 30 DAYS for ALL ADULTS in the household receiving income or aid. Adult household members with no income must submit a written statement explaining how they support themselves in absence of income.

IF YOU HAVE:

SUBMIT COPIES OF:

| | |
|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Wages/Earned Income | Current copy of paycheck stubs covering one full month (if paid weekly last 4 pay stubs; if paid bi-weekly last 2 pay stubs), letter or printout from employer with gross amount and time period. |
| SSI/SSP/SSA | Copy of current check, most recent bank statement showing direct deposit, dated annual benefit letter, payee letter showing income amount, Form 4926, Form 2458, HUD statement with a SS amount. |
| Pensions, Annuities, Interest/Dividend Income | Current copy of check, pension verification, annual statement, bank statement showing direct deposit. |
| General Assistance/ CalWorks/TANF | Current copy of check, Notice of Action, Passport to Services, verification from worker with amount & date, food stamp verification, or aid summary, CalFresh award letter. |
| Workers Comp., Disability, Unemployment Benefits | Current copy of checks/check stub, printout, or award letter |
| Child/Spouse/Individual Support | Current court document, current copy of check, current signed statement from person providing report, notice of action showing support |
| Veteran's Benefits | Current copy of check, benefit letter, letter of verification from VA, or copy of bank statement showing direct deposit |
| Self-Employment | Current copy of ledger/journal, signed self-employment statement showing month, gross receipts, gross expenses and net income, 1040 form |
| Other | Written statement for odd jobs with dollar amounts and dates, current receipts for recycled materials. |

PLEASE NOTE: There is an 8-10-week processing period before program benefits are applied to utility accounts. Please **DO NOT** stop paying your bills. Applicants in dwellings eligible for free weatherization services will receive notice after their application is processed. **PLEASE DO NOT SEND ORIGINAL DOCUMENTS - they will not be returned.**

Your Right to Privacy: In accordance with the Information Practices Act of 1977 and the Federal Privacy Act of 1974, the following notification is provided to an applicant for energy assistance benefits through the local agency named below. The Low-Income Home Energy Assistance Program (LIHEAP) Act of 1981, as amended, and/or the Department of Energy (DOE) Energy Conservation and Production Act (ECPA), as amended, require the applicant to provide their name, home address, social security number, and monthly or annual income to the local agency for determination of applicant's eligibility to receive energy assistance benefits. Failure to provide all or part of the required information will prevent processing of the application. The information provided by the applicant will be used only for the determination of eligibility for energy assistance benefits provided by the local agency pursuant to grants issued by the State of California, Department of Community Services and Development (CSD). All personal information provided by the applicant shall be maintained by the local agency. The local agency may share the applicant's information with other agencies administering LIHEAP and/or DOE-ECPA programs, CSD, or the U.S. Department of Health and Human Services. The applicant has a right of access to records containing his/her personal information, which are maintained by the local agency. If the applicant requires additional information pertaining to the maintenance of their personal information, he/she may contact CSD at 2389 Gateway Oaks Drive, Sacramento, CA 95833, or telephone (916) 576-7109, attention Records Management Coordinator.

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San Francisco-Peninsula Energy Services, Inc.

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