



## ENERGY ASSISTANCE PROGRAM

*IF YOU ARE APPLYING FOR ASSISTANCE, the items listed below are needed to determine eligibility:*

1. **Photo Identification for applicant**
2. **Social Security cards for all household members seeking benefits under this program\***
3. **Birthdate information for all household members seeking benefits under this program\***
4. **Current SRP/APS/SWG bills to show 30 day usage for both electric & gas**  
 (SRP)M-Power- you must bring M-Power printout to show purchases made in the past 30 days  
 Deposit Printout-to show name, account number and service address
5. **Government Housing-Housing printout is mandatory if you are under Sec. 8, public housing or subsidized housing** \*Request printout from your housing worker; allow 48 hours.
6. **Proof of any money your household received from any source in the last 30 days**  
**Examples: (30 days from the date of application)**
  - Employment: Check stubs for last 30 days from date of application
  - DES- case profile to show the following: family composition/FOOD STAMPS/CASH benefits
  - *Child Support*- child support print-out from superior court or child support enforcement (ATLAS); If not court ordered a notarized statement from the parent providing the support. If you recently applied verification is also required to verify status or income
  - Social Security benefits- current award letters for present year
  - VA/Pension benefits- current award letter for present year
  - Unemployment benefits- If you applied for unemployment benefits- you must bring printout for past 30 days
  - Self- employed - Proof of ledgers/ notarized statements for the past 30 days
  - School Pell Grants/Scholarships- award letter showing total pell grant/ proof of books and tuition paid
7. **If household is zero income,** you must provide proof of the last day worked, last day paid and amount of final gross paycheck on company letterhead for the last working adult in the household.
8. **If household is zero income,** you must provide proof of how the household has been surviving/meeting needs (Examples: Food stamp printout/ notarized statements from friends or family; statements from local churches or food pantries; Proof of school grants/ financial aid.

**NOTE: If you must return for multiple visits to our office, it is your responsibility to update all income verification for all household members including the date of application.**

\*Household members seeking benefits under this program must provide evidence of U.S Citizenship or Eligible Immigration Status as defined in 8 U.S.C. §§ 1641 (b) and (c). Only household members applying for benefits are required to provide such documentation. Benefit amounts, will be calculated based on the number of eligible household members, in addition to other program requirements.

MAXIMUM GROSS MONTHLY INCOME													
Household size:	1	2	3	4	5	6	7	8	9	10	11	12	Add for additional member:
Gross Income:	\$1,959	\$2,562	\$3,165	\$3,768	\$4,371	\$4,974	\$5,087	\$5,428	\$5,981	\$6,533	\$7,086	\$7,638	\$552

*Arizona Department of Economic Security Division of Aging and Adult Services (DAAS)-Community Services. Low Income Home Energy Assistance Program (LIHEAP). Monthly SMI Income; July 1, 2019-June 30,2020..*

This program is funded by DES Division of Aging and Adult Services and Wildfire, based on funding availability.

**For special accommodations, please contact the Community Action Program at 623-930-2854. AZ Relay TTY at 1-800-367-8939.**

City of Glendale Community Services Department - Community Action Program (CAP)  
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