

**NEW ENGLAND FARM WORKERS' COUNCIL
FUEL ASSISTANCE PROGRAM
1666 MAIN STREET
SPRINGFIELD, MA 01103
413-272-2209**

RESIDENTS OF THE CITY OF SPRINGFIELD

WHAT IS THE FUEL ASSISTANCE PROGRAM?

It is a federally funded program to assist low income and elderly households with their winter *HEATING* bills.

HOW LONG DOES THE PROGRAM RUN?

Applications will be taken *November 1, 2009 through April 30, 2010 for households applying for the first time.*
Applications for households eligible for Fuel Assistance last winter will be mailed in August/September.

HOW IS ELEGIBILITY DETERMINED?

Eligibility is determined on the basis of a household's gross income (before deductions) and size. Proof of income of all adult (18 years of age or older) household members must be provided for not less than 30 continuous days (4 weeks) prior to application.

INCOME GUIDELINES

<u>HOUSEHOLD SIZE</u>	<u>INCOME LIMIT</u>	<u>HOUSEHOLD SIZE</u>	<u>INCOME LIMIT</u>
1	\$29,126	6	\$73,935
2	\$38,087	7	\$75,615
3	\$47,049	8	\$77,295
4	\$56,011	9	\$78,976
5	\$64,973	10	\$80,656

WHO MAY APPLY?

Homeowners and renters who pay for their own heating costs. Renters whose heat is included in their rent. Renters in public and/or private subsidized housing who pay for their own heat and utilities and do not receive a heat/utility allowance. *SOME* RENTERS in public and/or private subsidized housing who heat is included in their rent might be eligible depending on the type of housing subsidy and category of rent.

HOW AND WHERE DO I APPLY?

Applications are taken by *APPOINTMENT* only. Appointments may be scheduled by calling *413-272-2209 between the hours of 9:00am and 4:00pm Monday through Friday.* Only first time applicants should schedule appointments to apply in person.

WHAT MUST I BRING WHEN I APPLY?

1. Proof of Identity
2. Proof of Address
3. Social Security numbers & birthdates for all household members
4. Proof of Income for all household members
5. Gas & Electric bills (and name of dealer if oil/kerosene/propane)
6. Renters should bring the tenant/landlord information sheet
7. Renters receiving a subsidy must bring a copy of the recertification housing sheet or letter from the housing authority.

REQUIRED TYPES OF INCOME DOCUMENTATION

Wages (4 most recent pay stubs)

Welfare, Social Security, SSI, VA, Workers' Comp, Pensions (copy of most recent check/stub)

Unemployment (copy of DUA claim record)

Alimony/Child Support (copy of checks, divorce decree, court order, DOR print out)

Bank Interest, Dividends (statement from bank, copies of checks, tax forms)

Rental Income (mortgage interest, property tax, water/sewer, insurance, proof of rent received)

Self Employment (copy of Federal Tax Return from previous year)