

Superior Watershed Partnership Michigan Energy Assistance Program (SWP MEAP)

AN UPPER PENINSULA PROGRAM COORDINATED BY THE SUPERIOR WATERSHED PARTNERSHIP AND PROJECT PARTNERS

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Superior Watershed Partnership Michigan Energy Assistance Program (SWP MEAP) assistance is for households that are at or below the 150% Federal Poverty Level. Energy services include:

- * heat-electricity
- * non-heat electricity
- * fuel oil
- * natural gas
- * propane
- * wood

For example, a family of four with a monthly income level at or below \$3,075 may qualify for energy payment assistance.

Review all Eligibility Requirements (see page 2)

2017 Federal Poverty Level Guidelines

FAMILY SIZE	Monthly 150% Federal Poverty Level
1	\$1,507.50
2	\$2030.00
3	\$2,552.50
4	\$3,075.00
5	\$3,597.50
6	\$4,120.00
7	\$4,642.50
8	\$5,165.00
Each person over 8	Add \$522.50

Total income equals gross income minus allowable expenses (i.e. taxes, health insurance deductions, court-ordered child support paid). Provide total income from previous 30 days from date of application for calculation purposes.

Instructions for energy requests after the first request is approved

- You must have completed your first application with an intake agency before applying directly to the SWP.
- You must complete an energy conservation workshop or be enrolled in an affordable payment plan before applying for additional energy payments.
- Utility bill must be past due or deliverable fuel must be at or below 25%. Please submit an itemized utility bill with application (must show past due and current charges) Note: Utility bill stub is not sufficient, as it does not show the breakdown of the charges. Applicant must be the account holder. Applicant must sign and date the application.
- Submit last 30 days of income for everyone over the age of 18 in your household. If you receive Social Security and have submitted your proofs at the first request we do not require a copy of the letter, unless a new one has been issued.
- Please allow 10 (ten) business days after submittal before contacting the SWP office to check on the status of your energy assistance.
- Send your application and required documentation directly to the SWP. Phone: 906-273-2742 * Fax: 906-273-2741

Complete Application Checklist

- Must be 18 years old or older to apply.
- Each member of the household must have a Social Security number and the number must be provided. A copy of the applicants Social Security card must be submitted.
- Presence of the applicant in Michigan must be verified.
- Applicant must be a U.S. citizen or a qualified alien to be eligible.
- All pages of the application must be completed and returned.
- Applications must be signed and dated by the **utility bill holder** or the account holder's legally authorized representative.
- Include the income of all household members. If the client states that the income received in the last 30 days is not reflective of the current income, proof of the change must be verified and the prior paychecks may not be applicable.
- For payments paid by Office of Child Support (OCS): Bank statements or a printout from the online MI CASE system indicating how much was paid in for the last 3 months. Since child support payments will vary greatly, it is appropriate to take an average of what the household actually received in the last 3 months.
- SSI, Social Security, RSDI, SSDI and or Pension: must provide current social security award or pension letter which should include pages documenting any deductions.

- For households with no income a zero income affidavit form must be filled by the applicant.
- A quote must be submitted with the application for fuel oil, propane, and wood pellets.
- An applicant can only request assistance for the **primary** heat source.
- If applicant has received assistance from the Low Income Home Energy Assistance Program (LIHEAP), DHHS or other MEAP-funded agencies during the current program year, they should stay with the same agency unless the MEAP-Agency funding is depleted. Proofs of assistance must be provided if the other agencies are out of funding.

- Total income in the household must be at or below 150% of the Federal Poverty Level (FPL).