



FOR IMMEDIATE RELEASE

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Winter Crisis Program ends March 31, 2017

Lebanon, OH-March 1, 2017-

If you are a low-income household facing disconnection of your primary or secondary heating source, have already had service disconnected, or have less than a 10-day supply of bulk fuel, please contact Warren County Community Services' (WCCS) HEAP office immediately for assistance. The E-HEAP Winter Crisis Program, is a federally funded program administered by WCCS, will continue processing applications until March 31, 2017. Households with incomes at or below 175% of the 2016 Federal Poverty

Guidelines may apply, see examples listed below:

Household Size	13 weeks	12 months
1	\$5,197.5	\$20,790
2	\$7,008.75	\$28,035
3	\$8,820	\$35,280

4	\$10,631.25	\$42,525
5	\$12,442.50	\$49,770
6	\$14,253.75	\$57,015

The following documents are required for WCCS HEAP Intake:

1. **Income documentation for all household members 18 years of age and older. If this documentation is missing, the application is incomplete.** Required income for the last 13 weeks/3months categories would be: Wages, Court Ordered Child Support (print out from agency, even if not received), Social Security/SSI award letter or copy of check/bank statement. TANF/OWF benefits. Unemployment (letter with weekly amount/printout), Utility Allowance (Metropolitan Housing contract), Self Employed (WCCS would prefer Quarterly Statement showing profit/loss for the past 3 months). **Zero Income-You must have documented proof of how you met your personal needs,** (including your rent/mortgage, food, utilities, medical and any assistance received). **Most importantly if someone has given you money for rent, bills, etc. WCCS requires a notarized letter from the gift giver with the amounts given and their name and phone number.**
2. Copies of **both** bills for the main heating and electric utility source. If you heat with propane/fuel oil/wood, we also need a copy of your bill.
3. Documentation of co-payment is required. For City of Lebanon applicants proof of any co-pays must be paid prior to appointment-bring receipt (E-HEAP cannot pay sewer, water, garbage etc.).
4. Proof of disability (award letter or copy of check/bank statement.
5. Social Security Cards/Birth Certificates for all household members.
6. **WCCS** requires a picture ID for Primary Applicant.
7. **WCCS** requires proof of residency such as a copy of lease

To apply for this or other available HEAP assistance, please contact WCCS' HEAP, toll free at 1-866-747-1042 for an appointment or to hear times for walk-in assistance. The E-HEAP program is federally funded administered by WCCS.

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About WCCS:

For more than 50 years, WCCS has served as the community's primary link for social services in Warren County, WCCS operates a wide range of programs and services that:

- Allow seniors and families to obtain and maintain long-term housing
- Assist families and individuals with emergency needs, employment and rising energy costs
- Help older adults to remain active and independent
- Prepare children to succeed in school