



**Do you have trouble breathing when it is hot outside?**

**Do you need help paying your electric bill this summer?**

If you answered yes to any of these questions, you *may* qualify for the Home Energy Assistance Program Summer Crisis Program (HEAP SCP).

The SCP begins July 1 and runs through August 30. The SCP is designed to help qualified households pay for summer cooling. Through the SCP, eligible households can receive a one-time payment on electric bills AND/OR an air conditioner. Air conditioners are available on a very limited basis and will be given out on a first come, first served basis.

Households must have a gross income that falls at or below 175% of the federal poverty level AND meet one of the following eligibility criteria: either have a household member who is over the age of 60 OR provide original physician documentation of medical necessity.

PIPP participants are *not* eligible for electric payments.  
Customers who are in PIPP default are also *not* eligible for electric payments.

For more information, please contact:

**Lifeline, Inc. Energy Assistance Office**

**54 S. State St. Suite 303**

**Painesville, OH 44077**

**Office Phone: 440-350-9160**

**Appointment Hotline: 1-866-223-1471**

**OR Schedule Online at <https://capappointments.com>**

The Lifeline, Inc. Energy Assistance Office is open Monday-Friday.

Appointments can be scheduled by calling our automated appointment hotline at 1-866-223-1471—appointments are scheduled on Tuesdays & Thursdays.

You may walk in on Monday, Wednesday or Friday—Our office opens at 7:30 a.m. on these days only!

The walk-in appointments are first-come, first-served. We will accept clients until all slots are filled for the day.

You MUST have ALL of the following information with you or you will NOT be seen:

**SCP Income Guidelines: GROSS INCOME**

Family Size	175% Monthly	175% Annual
1	\$ 1,822	\$ 21,858
2	\$ 2,466	\$ 29,593
3	\$ 3,111	\$ 37,328
4	\$ 3,755	\$ 45,063
5	\$ 4,400	\$ 52,798
6	\$ 5,044	\$ 60,533
7	\$ 5,689	\$ 68,268
8	\$ 6,334	\$ 76,003

# 2019 Summer Crisis Program

**If you are eligible, you may walk in on Monday, Wednesday or Friday—Our office opens at 7:30 a.m. on these days only!**

**The walk-in appointments are first-come, first-served.  
We will accept clients until all the slots are filled for the day.**

**You MUST have ALL of the following information with you or you will NOT be seen:**

- Photo ID (driver's license) for primary applicant
  - If ID Cannot be provided, birth certificates for all households members (or U.S. Passport, Voter Registration Card, baptism record if it shows place and date of birth) are required
- Social security cards for EVERY MEMBER OF THE HOUSEHOLD
- Proof of income for past 30 days, OR, past 12 months if income is seasonal or self-employed
  - All clients with no income and under 30%of federal poverty level will need a tax transcript from the IRS: Can be obtained by calling 1-800-829-1040
  - ALL pay stubs for the past 30 days
  - ALL Seasonal Employment will need 12 months of income / 2018 tax forms (includes all schools)
  - CURRENT STATEMENT of child support, unemployment, social security, pension, ADC/OWF, 401-IRA withdrawals, utility reimbursements. If someone gives you money, a statement from that person is requested. This statement must include the amount given per month for the past 30 days, plus, name, address and phone number of the person giving the money
  - Last year's tax forms if self-employed (all pages including Schedule C). If taxes were not filed, a tax transcript and a 12-month statement are required
  - Verification letter from LMHA must be provided if you receive rental assistance
  - Any loans must be notarized and must show principle balance, dates for repayment and interest to be paid
- If someone outside of the household pays any bills, a statement from the person paying stating the date and amount paid. The statement must include the date and signature, as well as the address
- Current gas and electric bills (all pages—must be in the name of a household member).
- IF UTILITY IS SHUT OFF, you MUST have:
  - PENDING ACCOUNT # from utility Company
  - Painesville City Utility customers MUST have an authorization release on file at the Painesville City Utilities Office
- IF RENTING: Landlord information: Name, address, phone number and monthly amount of rent. If gas or electric are included in the rent, applicant must provide lease that states this. If applying for an air conditioner, a statement from the landlord is required—a form is available in the HEAP Office for this purpose