

## **Home Energy Assistance Program**

### **All Applicants Can Now Apply Online!**

**The Home Energy Assistance Program runs from November 1<sup>st</sup> through April 30<sup>th</sup>  
(Commonly known as Fuel Assistance)  
[WWW.SSCAC.ORG](http://WWW.SSCAC.ORG)**

**New Applicants** may submit a pre-application online through SSCAC's Home Energy Assistance Client Portal. Before starting your online pre-application, please review this list of documents you may need to submit or upload. **Once you have signed and submitted your pre-application** you will receive a follow-up call from a staff member to review all information submitted through the portal. The staff member will also inform you of any missing documents needed to complete the application process. **Please Note:** The pre-application must be signed and submitted to trigger a call from our Fuel Assistance staff.

**Recert Applicants** may also apply online through SSCAC's Home Energy Assistance Client Portal. Portal recert applications and mailed recert applications will be processed and treated the same by date received. To apply you will need the following:

#### **Proof of Income:**

- Last 4 weeks gross income for everyone in the household 18 years and older.
- All income must be documented such as Child Support, Odd Jobs, Veterans, Pension, AFDC, Social Security, etc.
- Any adult receiving income for a minor must have proof of that income.
- Self Employed applicants must submit a copy of their Federal Tax Return with all pages and schedules.
- Full Time Students need documentation from the school or college.

#### **You will also need:**

- Complete Electric Bill
- Heating Bill
- Water and Sewer Bill
- Mortgage, Homeowners Insurance, Real Estate Tax, or lease
- Photo ID
- Social Security Cards and Birth Dates for all in household
- Citizenship documentation