



COMMUNITY ACTION WAYNE/MEDINA

<https://www.cawm.org>

SCHEDULING IN-PERSON

APPOINTMENTS DAILY:

AVAILABLE ENERGY ASSISTANCE PROGRAMS



The **Percentage of Income Payment Plan (PIPP) Plus program** connects households with a regulated utility with a fixed, monthly utility bill at a reduced rates based on income

Available: All year round



The **Home Energy Assistance Program (HEAP)** provides households with a one-time non emergency benefit to their main heating source to assist during the winter heating season

Available: June—May



The **Winter Crisis Program** helps households with reconnecting or stopping disconnection of a utility service, transferring services, or obtaining new service. Funding is also available for first PIPP enrollment, PIPP defaults and households with bulk fuel usage.

Available: November—April



The **Summer Crisis Program** provides help with electric bills and those needing help coping with the summer heat. A household member must be 60 years of age and older; or electric disconnect notice; or First PIPP Plus enrollment/PIPP default; or have a medical condition for which cooling is essential.

Available: July—September

CAW/M reserves the right to request additional information for individuals applying for the any Energy Services Programs.

*** Please see reverse side of this flier for important documentation ***

- Scheduled Appointments: Call 330-461-9333 or online at <https://app.capappointments.com>
- Same Day Appointments available (limited number each day)
- Apply for HEAP/PIPP+ Online by visiting www.energyhelp.ohio.gov

OFFICE LOCATIONS		
<p><u>WOOSTER OFFICE</u> 905 Pittsburgh Ave. Wooster, OH 44691 HOURS: Monday-Thursday 8:00 AM—5:00 PM</p>	<p><u>MEDINA OFFICE</u> Lower Level— MCDJFS 232 Northland Dr. Medina, OH 44256 HOURS: Monday-Wednesday 8:00 AM—5:00 PM Thursday by Appointment</p>	
<p><u>RITTMAN OFFICE</u> 88 N. Main St. Rittman, OH 44217 HOURS: Tuesday & Thursday 8:00 AM—5:00 PM</p>	<p><u>LODI OFFICE</u> 110 Highland Dr. Lodi, OH 44254 HOURS: Thursday 8:00 AM—4:30 PM</p>	
<p><u>WEST SALEM OFFICE & FOOD PANTRY</u> 99 E. Buckeye St. West Salem, OH 44287 HOURS: Monday & Wednesday 8:00 AM—4:00 PM</p>		
OFFICE CONTACT NUMBERS		
330-264-8677	330-723-2229	330-927-1871

POVERTY GUIDELINES: family size of person(s) in household income must be at but not exceed:

2024-2025 INCOME GUIDELINES		
Size of Household*	175 % PIPP, HEAP, WCP and SCP	
	30-DAY INCOME LIMITS	12-MONTH INCOME LIMIT
1	\$2,166.16	\$26,355
2	\$2,940.00	\$35,770
3	\$3,713.84	\$45,185
4	\$4,487.67	\$54,600
5	\$5,261.51	\$64,015
6	\$6,035.34	\$73,430
7	\$6,809.18	\$82,845

*For HEAP, SCP, and WCP- Households with eight or more members, 60% State Median Income (SMI) is used.
*For PIPP all household sizes is 175% of the FPG.

Documentation needed to apply for services:

(All documentation is required each time you apply for services)

- Social Security Numbers for all household members
- Birth dates for all household members
- Disability documentation, if applicable
- Proof of U.S. Citizenship for all household members– Birth Certificate, Baptismal records (must show place and date), U.S. Passport, Voter registration card, Military Service Record, Verified Citizenship from OWF Program, Indian Census Record, Social Security Card

OR

- Proof of Legal Resident/Qualified Alien-Naturalization Papers/Certification of Citizenship, INS ID Card, Alien Registration Cards/Re-entry permits, Permanent Visa, INS Form
- Most recent utility bills and/or account numbers
- Proof of Income for all adults in the home for the past 30 days for all income types **except** Self-Employment and Seasonal Income. **Self-employed and seasonal households must provide 12 months of documentation including most recent filed IRS 1040 with all schedules**
- **Reporting Zero income:** Must provide written statement from income source with contact info (name address, phone) detailing how your bills are paid (amounts and frequency) for past 30 days. If applicable, must provide current Subsidized housing Contract Cover Letter/ Annual Lease Addendum, Rental Lease and Food Stamp printout. Please know that further documentation maybe requested, such as “**Wage and Income Transcript** for all household members over 18 years of age.
- **ADDITIONAL DOCUMENTATION WILL BE REQUIRED FOR HOUSEHOLDS CLAIMING ZERO-INCOME.**
- Please know that further documentation may be requested such as (IRS Transcript) and others.

Examples of Accepted Income

Please note: This is **only an example** of typical income sources and **is not** inclusive of all income documentation that may be required. If you have any questions about your income documentation, ask to speak to a HEAP staff member **before you apply** for services.

Employment Wages: Last (2) check stubs for monthly wages. Last (3) check stubs for bi-weekly wages . Last (5) check stubs for weekly wages or Employment Verification from employer showing GROSS income for the last 30 days.

Utility Allowances: Subsidized Housing HAP Contract/Annual Lease Addendum

Social Security, SSI & SSDI: Current Award Letter, copy of check or bank statement

Pensions, VA, Alimony: Current Award Letter, copy of check or bank statement

Unemployment, Employment Disability, Worker’s Compensation: Last (2) stubs if paid monthly. Last (3) stubs if paid bi-weekly. Last (5)stubs if paid weekly or Award Letter showing benefit amount and time period.

Self-employment- Self-employment form for the past 12 months and complete prior year IRS 1040 including all schedules that were submit to the IRS.

Seasonal Worker: past 12 month’s income from the date of the application.

All documentation is needed for assistance. Other qualifications may apply.