



OCONTO COUNTY HOME ENERGY ASSISTANCE PROGRAM (WHEAP)

HOW TO APPLY (2016-2017 HEATING SEASON)

You must fill out a Wisconsin Home Energy Application through your local WHEAP Agency.

You have the option of attending an interview at Oconto County Department of Health & Human Services, or, attending an interview at one of the Outreach Clinics. Click here for a list of the clinic locations and dates. This interview is provided to assist county residents in the application process.

Please contact the Oconto County Department of Health & Human Services at (920) 834-7159 **after 9/19/16** to schedule an appointment for the “Wisconsin Home Energy Assistance Program”. **Please arrive 10 minutes prior to your appointment time.**

WHAT TO BRING

1. **Photo ID.**
2. **Social Security Numbers** of the individuals in the home, which can be given verbally or written down on a piece of paper. The actual card is not needed.
3. Verification of **Citizenship** if you or a member of your household is not a citizen of the United States of America.
4. Verification of **HEAT & ELECTRIC** costs for the last 12 months.
5. **Proof of Residency.** If you rent, bring the name, address and telephone number of your landlord or the person you pay your rent to; or your rental agreement.
6. Verification of your household’s **GROSS income** for the three months previous to your appointment month:
 - Wage Income
 - IRS 1040 including schedules for the following income types:
 - Self-Employment Income (Schedule C)
 - Farm Income (Schedule F)
 - Land Contract Income (Schedule B)
 - Rental Income (Schedule E)
 - Seasonal Employment
 - SSI Benefits
 - Social Security Benefits (see note below)
 - Pensions, Annuities, IRA’s
 - Veteran’s Benefits
 - Unemployment Compensation
 - Child Support Payments Received
 - TANF/W2 Benefits
 - Dividends/Interest Income

NOTE: Applicants receiving Social Security benefits will need to provide a copy of a benefit award statement (copies can be obtained directly from SSA at no cost, but it may take 2 weeks to get a copy). Bank statements do not provide a breakdown for the deductions from the social security payment amount, therefore, will not be acceptable for verification of Social Security Income.