



**MUSKEGON-OCEANA
COMMUNITY ACTION PARTNERSHIP, INC.**

WEATHERIZATION PROGRAM

The Weatherization Assistance Program is a free State and Federally funded home energy efficiency effort designed to help lower your utility bills through energy conservation.

What We Do: After conducting an energy audit on your home, we hire contractors to perform energy efficiency measures such as adding attic, wall, and/or foundation insulation, weather-stripping and caulking around windows and doors, air-sealing, and installing CFL bulbs. We will also test your furnace and refrigerator to ensure that they are working safely and efficiently.

To qualify for the Weatherization Program, you need to have lived in your home for at least one year. In addition, your total household income for the three months prior to application must be at or below the following guidelines:

Fiscal Year 2009-2010 Income Guidelines	
<u>Household Size</u>	<u>3 Month Income Limit</u>
1	\$5,662
2	\$7,404
3	\$9,155
4	\$11,025
5	\$12,895
6	\$14,765

To apply for the Weatherization Program, begin by collecting the documents listed below:

1. **Identification:** We need a Social Security Card and Picture I.D. (Driver's License) for each resident of the household age 18 or older. Only a Social Security Card is required for residents under age 18.
2. **Documentation of Home Ownership or Landlord Consent:** If you own or are in the process of buying your home or mobile home, we will need a copy of your Registered Deed or Title. Renters must obtain a Landlord Tenant Agreement to be completed and signed by the landlord. These are available at our Action Centers or online at www.mocap1.org. There is no longer a co-pay fee for landlords.
3. **Utility Bills:** We need 12 months of your gas and electric bills showing both usage and cost. If you do not have these on hand, they can be obtained online or by calling your utility companies directly and requesting a 12 month billing history. If you burn wood for heat, we will need a written receipt from your fuel provider for the previous 12 months.
4. **Income Verification:** We are required to document your household's total income for three months prior to the date that you apply. For example, if you are employed we need ALL of the check stubs you received during the three months prior to the date that you apply. For example, if you apply on July 8th, we need stubs from all of the checks you received after April 8th. If you receive a set weekly or monthly income through Social Security, Unemployment, Disability, or a Pension, we need a copy of the benefit letter from the current year stating how much you receive. If any member of your household has received FIP, SDA, or SSI within the past 12 months, your household automatically qualifies for Weatherization.

Once you have collected the necessary documents, call one of our Action Centers listed below to schedule an appointment to fill out an application. Please do not make an appointment unless you have all of the necessary documents because we will not be able to complete your application.

<u>Eastview</u> 231-788-2479 5129 East Apple Avenue Muskegon, MI 49442	<u>Muskegon Heights</u> 231-733-4438 273 East Broadway Muskegon Heights, MI 49444	<u>Oceana</u> 231-861-5767 569 South State Street Shelby, MI 49455	<u>Townsend Center</u> 231-722-7608 313 Jackson Avenue Muskegon, MI 49442
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