**MARYLAND DEPARTMENT OF HUMAN SERVICES**
**OFFICE OF HOME ENERGY PROGRAMS**
**ENERGY ASSISTANCE APPLICATION**

**PLEASE PRINT ALL INFORMATION.** Be sure to fill out all information clearly and completely. Please note: In order to be eligible for electric grants, the bill must be in the applicant’s name.

<table>
<thead>
<tr>
<th>Name</th>
<th>Primary Phone Number</th>
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<tbody>
<tr>
<td>Mailing Address</td>
<td>Home</td>
<td>Cell</td>
<td>Work</td>
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<tr>
<td>City, State, Zip</td>
<td>Secondary Phone Number</td>
<td>Home</td>
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<td>Email Address</td>
<td>Street Address (If different from your mailing address or if you have moved)</td>
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<td>Social Security Number</td>
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**1. LIVING ARRANGEMENTS**

Do you live in a:
- [ ] Apartment or Multi-Family
- [ ] Double, Row or Townhouse
- [ ] Single Family Home
- [ ] Mobile Home

Are you a (Check one):
- [ ] Homeowner
- [ ] Renter
- [ ] Roomer/Boarder

*If you rent:
- Is your rent reduced through help from HUD or Subsidized Housing (Section 8)?
  - [ ] Yes
  - [ ] No
- *If you answered yes to this question, do you receive Utility Allowance?*
  - [ ] Yes
  - [ ] No

**2. RENTERS ONLY**

Is your heat included in the rent?
- [ ] Yes
- [ ] No

Landlord’s Name/Apartment Complex:

Landlord’s Mailing Address:

City: __________________________ State: __________ Zip: __________

Landlord’s Phone Number: (______) __________ Email Address: __________________________

**3. CRISIS INFORMATION**

- [ ] My electricity has been disconnected
- [ ] I have no heating fuel
- [ ] My furnace is broken
- [ ] I have received an eviction notice
  (If you have an eviction notice, you may be referred to another program)
- [ ] I have received notice that my electricity will be disconnected
- [ ] I have less than 3 days of heating fuel
- [ ] My tank has been removed
- [ ] The loss of electric/gas service will aggravate an existing serious illness or prevent the use of life support equipment. (Physician’s Certification is required).
4. HOUSEHOLD INFORMATION - Fill in all spaces below for ALL Household members, even if they are not related to you or helping financially.

<table>
<thead>
<tr>
<th>FIRST &amp; LAST NAME</th>
<th>SOCIAL SECURITY NUMBER</th>
<th>BIRTHDATE M/D/YR</th>
<th>RELATIONSHIP TO APPLICANT</th>
<th>SEX M/F</th>
<th>RACE CODE</th>
<th>AMERICAN CITIZEN (YES or NO)</th>
<th>DISABLED (YES or NO)</th>
<th>VETERAN (YES or NO)</th>
<th>SOURCES OF INCOME</th>
<th>GROSS 30 DAY AMOUNT</th>
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<td>APPLICANT</td>
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Please list additional household members on a separate paper.

Please use the following choices for “Race”:
1. Black or African-American  
2. White  
3. Hispanic  
4. Asian, Hawaiian or Pacific Islander  
5. American Indian or Alaskan Native  
6. Multi-Racial  
7. Other

For each household member in the table below, list all sources of income received in the last 30 days. For examples of income, refer to the application instructions.

Total # of household members is ____________  
Total # of household members 18 years and over is ____________
5. ELECTRIC GRANT - Electric Universal Service Program (EUSP)

☐ I want to apply for EUSP. I understand I will be enrolled in budget billing for 12 months to receive an EUSP benefit. I understand that the electric bill must be in my name to qualify for EUSP.

☐ I do not want to apply for EUSP and understand that I will not receive a benefit for my electric costs. (Proceed to section 6)

My electric company is: ____________________________ Name on the account: ____________________________

Account number: ____________________________ Turn-off notice: ☐ YES ☐ NO My service is off: ☐ YES ☐ NO

6. HEATING GRANT - Maryland Energy Assistance Program (MEAP)

☐ I want to apply for a MEAP grant. The heating bill does not need to be in my name to qualify.

☐ I do not want to apply for MEAP. (Proceed to section 8)

CHECK ONE BOX BELOW FOR THE MAIN HEATING SOURCE OF YOUR HOME:

☐ Electricity ☐ Utility Gas ☐ Propane ☐ Oil ☐ Kerosene ☐ Coal ☐ Wood ☐ Pellets

My heat supplier or fuel company is: ____________________________ Name on the account: ____________________________

Account number: ____________________________ Turn-off notice: ☐ YES ☐ NO My service is off: ☐ YES ☐ NO

7. PREVENT SHUT-OFF WITH REGULAR PAYMENT - Universal Service Protection Program (USPP)

USPP helps me prevent a shut-off as long as I continue to pay the minimum monthly payment as required by my utility supplier. All MEAP eligible customers may participate in USPP. Participation also requires 12 months of budget billing. Budget billing spreads your annual utility bills into even monthly payments. Failure to make consecutive payments may result in my removal from USPP. I understand that I do not have to participate in USPP to receive MEAP benefits and no money will be paid to my account through USPP.

☐ I want to enroll in USPP.

8. PAST-DUE ELECTRIC BILLS - Arrearage Retirement Assistance (ARA)

I have a past-due electric bill and would like to receive an Electric Arrearage grant to help pay the balance. I must have a past-due electric balance of at least $300 to be considered for the grant, and I may receive up to $2,000 for my current past-due bills. This grant is only available once every seven years, though certain waivers to this rule may apply. Electric Arrearage grants are in addition to electric benefits applicants may receive each year through the EUSP program. I must receive EUSP, enroll in budget billing, and the electric bill must be in my name to qualify for an electric arrearage grant.

☐ I want to apply and be screened for an arrearage grant and understand that, if I receive this benefit, I may not be eligible for another Electric Arrearage grant for seven years.

9. PAST-DUE GAS BILLS - Gas Arrearage Retirement Assistance (GARA)

I have a past-due gas bill and would like to receive a Gas Arrearage grant to help pay the balance. I may receive up to $2,000, once every seven years, though certain waivers to this rule may apply. Gas Arrearage grants are in addition to heating benefits applicants may receive each year through the MEAP program. I must have a past due gas balance of at least $300 to be considered for the grant. I must receive MEAP to be eligible for a gas arrearage grant and the gas bill must be in my name.

☐ I want to apply and be screened for a Gas Arrearage grant and understand that, if I receive this benefit, I may not be eligible for another Gas Arrearage grant for seven years.
10. ENERGY EFFICIENCY FOR YOUR HOME – DHCD Energy Efficiency Programs

I am interested in having energy efficiency improvements made to my home. This may help me reduce my overall utility consumption and help to reduce my utility bills while creating a healthier home environment. Please refer me to the energy efficiency programs provided by the Maryland Department of Housing and Community Development (DHCD). The energy efficiency improvements such as, furnace clean and tune, added insulation, and energy efficient light bulbs are offered at no additional cost to income eligible Marylanders. Landlord approval will be required for renters participating in this program. I understand I do not need to participate in DHCD’s energy efficiency programs to receive OHEP benefits.

☐ YES. I want to receive energy efficiency improvements. I understand that my application information will be referred to DHCD AND I give my permission for DHCD to access my utility consumption data through my utility provider(s) in order to determine the energy efficiency improvements for which I may be eligible.

11. ACKNOWLEDGEMENT & SIGNATURE – You or your representative must sign this application before submitting.

I swear or affirm under penalty of perjury that all the information I gave to the Office of Home Energy Programs (OHEP) in this Energy Assistance Application is true, correct, and complete to the best of my ability, belief, and knowledge. I am the representative of the individual household members identified in this application, and I submit this application on behalf of myself and the other individual household members. I authorize OHEP and/or the Office of Inspector General (OIG) to investigate and confirm the accuracy and completeness of all household income and other information provided with this application, including but not limited to the use of governmental and consumer reporting agency data regarding employment income.

I consent to allow my gas, electric, oil company, or any other energy provider to provide relevant account information to OHEP and for OHEP to communicate with those providers regarding this application. I allow OHEP to release and exchange relevant information with other agencies in order to make appropriate referrals to services that may assist me to lower my energy bill or help me to better afford my energy costs. I consent for my information to be entered into other secure databases for tracking of services, statistical information, and program evaluation.

I understand that by checking ‘YES’ to question #10, I understand that OHEP will refer all necessary information from my application to DHCD’s energy efficiency programs. I also give my permission for DHCD to access my utility consumption data through my utility provider(s) in order to determine the energy efficiency improvements for which I may be eligible. I understand that if I decide to participate in any of the energy efficiency programs at a later date, this application is my authorization for the programs to access my utility consumption data.

An appeal can be filed to change the decision on this application or if help is not given in a reasonable time. The appeal must be filed within 30 days of the decision. The local agency will tell me how to file. Free legal advice may be available through the Legal Aid Bureau by calling toll-free 1-800-999-8904.

Maryland has a fraud law that will be vigorously enforced for intentional misrepresentations of information contained on this application. Punishment can occur for not telling the truth when applying for assistance to pay home energy costs. If a household member intentionally misrepresents information, that member may be disqualified from the program for a set amount of time.

Applicant’s Signature  Date

OFFICE USE ONLY:

COUNTY  CENTER  DATE RECEIVED  # IN HH  SUB/HUD  TOTAL HH INCOME

<table>
<thead>
<tr>
<th>ELECTRIC ARREARAGE</th>
<th>GAS ARREARAGE</th>
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<tbody>
<tr>
<td>SCREENED FOR ARA</td>
<td>SCREENED FOR GARA</td>
</tr>
<tr>
<td>YES  NO</td>
<td>YES  NO</td>
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<td>QUALIFIES &amp; IS</td>
<td>QUALIFIES &amp; IS</td>
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<tr>
<td>DOCUMENTED</td>
<td>DOCUMENTED</td>
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<tr>
<td>YES  NO</td>
<td>YES  NO</td>
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<tr>
<td>DOES NOT QUALIFY</td>
<td>DOES NOT QUALIFY</td>
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<tr>
<td>BECAUSE:</td>
<td>BECAUSE:</td>
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<tr>
<td>RECEIVED IN 7 YRS</td>
<td>RECEIVED IN 7 YRS</td>
</tr>
<tr>
<td>ARREARAGE &lt; $300</td>
<td>ARREARAGE &lt; $300</td>
</tr>
</tbody>
</table>

WORKER’S COMMENTS

MEAP  EUSP  ELECTRIC ARREARAGE  GAS ARREARAGE  POVERTY LEVEL

ANNUAL USAGE*

BENEFIT AMOUNT

WORKER SIGNATURE  DATE  CERTIFIER SIGNATURE  DATE

*If no usage, indicate the type of fuel or whether the heat is sub-metered.
If any adult household member (18 years or older) has not received any income in the last 30 days, a Declaration of Zero Income form must be signed. If no one in your household has received any income in the last 30 days, a Household Worksheet must be completed. Forms may be found at http://www.dhr.state.md.us/energy or by calling the number below.

Social Security Number Verification for all Household Members

• Social Security cards or other federal government-issued documents with name and SSN

Energy Bill Verification

• Most recent electric and heating (if applicable) bill

To check the status of your application online, visit myohepstatus.org. Please allow 15 days from submission for the application to be displayed.

To check the status of your application over the phone or for other questions about the Office of Home Energy Programs, call 1-800-332-6347.
Allegany County
125 Virginia Avenue
Cumberland, MD 21502-221
(301) 777-8550
energyassistance@alleganyhrdc.org

Anne Arundel County
Annapolis Office
251 West Street
Annapolis, MD 21404-1951
(410) 626-1900
energyprograms@aaccaa.org

Glen Burnie Office
117 Delaware Avenue
Glen Burnie, MD 21061

Baltimore City
Please apply at your nearest location

Southeast Community Action Center
3411 Bank Street, 21224
(410) 545-6518

Eastern Community Action Center
1731 E. Chase Street, 21213
(410) 545-0136

Northern Community Action Center
5225 York Road, 21212
(410) 396-6084

Northwest Community Action Center
3939 Reisterstown Road, 21215
(443) 984-1384

Southern Community Action Center
606 Cherry Hill Road, 21225
(410) 545-0900

The email address for Baltimore City is:
OHEP@baltimorecity.gov

Baltimore County
6401 York Road
Baltimore, MD 21212
(410) 853-3385
ohep.mailrequest@maryland.gov

Calvert County
3720 Solomon's Island Road
Huntingtown, MD 20639
(410) 535-1010
OHEP@smtccac.org

Caroline County
300 Market Street
P.O. Box 400
Denton, MD 21629
(410) 819-4500
caroline.care@maryland.gov

Carroll County
10 Distillery Drive, Suite G-1
P.O. Box 489
Westminster, MD 21158
(410) 857-2999
OHEP@hspinc.org

Cecil County
135 E. High Street
Elkton, MD 21921
(410) 996-0270
DLCecil_Ohep_DHS@maryland.gov

Charles County
8371 Old Leonardtown Road
Hughesville, MD 20637-0280
(301) 274-4474
OHEP@smtccac.org

Dorchester County
627 Race Street
Cambridge, MD 21613
(410) 901-4100
dorchester.ohep@maryland.gov

Frederick County
420 E Patrick Street
P.O. Box 3929
Frederick, MD 21705
(301) 600-2410
ohep@cityoffrederick.com

Garrett County
104 E. Center Street
Oakland, MD 21550-1397
(301) 334-9431
OHEP@garrettcac.org

Harford County
1321 B Woodbridge Station Way
Edgewood, MD 21040
(410) 612-9909
MEAP@harfordcaa.org

Howard County
9820 Patuxent Woods Drive
Columbia, MD 21046
(410) 313-6440
infocac@cac-hc.org

Kent County
350 High Street
Chestertown, MD 21620
(410) 810-7600
Kent.ohep@maryland.gov

Montgomery County
1301 Piccard Drive
Rockville, MD 20850
(240) 777-4450
ohep@montgomerycountymd.gov

Prince George's County
425 Brightseat Road
Landover, MD 20785
(301) 909-6300
pgcdss.energy@maryland.gov

Queen Anne's County
125 Comet Drive
Centreville, MD 21617
(410) 758-8000
QAC.OHEP@maryland.gov

St. Mary's County
21775 Great Mills Road,
Lexington Park, MD 20653
301-475-5574
OHEP@smtccac.org

Somerset County
12409 Loretta Road
Princess Anne, MD 21853
(410) 651-1805
Energywicomico@shoreup.org

Washington County
117 Summit Avenue
Hagerstown, MD 21740
(301) 797-4161
WashingtonCountyOHEP@wccac.org

Wicomico County
500 Snow Hill Road
Salisbury, MD 21804
(410) 341-9634
Energywicomico@shoreup.org

Worcester County
6352 Worcester Highway
Newark, MD 21841
(410) 632-2075
Energywicomico@shoreup.org