



# Community Action Wayne/Medina

## Utility Assistance Outreach Events

### WAYNE COUNTY LOCATIONS

**TIME FOR ALL LOCATIONS: 10:00 am - 2:30 pm**

- 8/21/24 - Shreve Manor
- 8/22/24 - Veterans Resource Fair @  
Greystone Event Center 9 am - 4 pm
- 9/3/24 - Orrville Salvation Army
- 9/4/24 - Secrest Village
- 9/11/24 - College Hills Retirement Center
- 9/25/24 - Shreve Manor

### MEDINA COUNTY LOCATIONS

- 8/21/24 - United Church Homes (Brunswick) 9 am - 1 pm
- 8/28/24 - Wadsworth Salvation Army 10am - 2:30pm
- 9/11/24 - Wadsworth Salvation Army 10 am - 1 pm
- 9/18/24 - Soprema Senior Center (Wadsworth) 10- 1:30pm

### **SUMMER CRISIS PROGRAM (Jul. 1, 2024 through Sept. 30, 2024)**

Help is available for eligible households needing financial assistance on their electric bills and to those needing help coping with the summer heat. The Summer Crisis Program can assist with a one-time benefit:

- Up to \$500 for regulated utilities
- Up to \$800 for non-regulated utilities
- Eligible household may also receive a fan and/or air conditioner if the household has not received one in 2021, 2022 or 2023

To be eligible for assistance, household must have income at or below 175% of the federal poverty guidelines and meet one of the following requirements:

- ⇒ **Electric service that has been disconnected, is in threat of disconnection, or a new service is being established; or**
- ⇒ **An individual with documented medical condition; or**
- ⇒ **Have a member in the household who is 60 years of age or older; or**
- ⇒ **Enrolling in the Percentage of Income Payment Plan (PIPP) for the first time or have a PIPP default**

### **HEAP PROGRAM (Jul. 1, 2024 through May 31, 2025)**

HEAP is a federally funded program that provides eligible households with assistance towards their home energy bills. This one-time benefit is applied directly to the customer's utility bill or bulk fuel bill.

**ELIGIBILITY:** Applicants must be at or below 175 % of the Federal Poverty Guidelines. Can apply online at [www.energyhelp.ohio.gov](http://www.energyhelp.ohio.gov) or by submitting a completed HEAP application with all required documents.

### **PERCENTAGE OF INCOME PAYMENT PLAN PLUS (PIPP+) (ALL YEAR ROUND PROGRAM)**

PIPP+ is a year-round payment plan that offers households' affordable monthly payments to help maintain services. Each time a household makes their PIPP Plus payment on time and in full, they receive credits toward old utility m occurring.

**ELIGIBILITY:** Applicants must be at or below 175 % of the Federal Poverty Guidelines. Can apply online at [www.energyhelp.ohio.gov](http://www.energyhelp.ohio.gov) or by submitting a completed HEAP application with all required documents.

**IN-PERSON**  
**APPOINTMENTS CAN BE SCHEDULED**  
**AT ANY OF OUR OFFICES BY:**  
 CALLING 330-461-9333  
 OR ONLINE AT  
<https://app.capappointments.com>

OFFICE LOCATIONS				
<b>WOOSTER OFFICE</b> 905 Pittsburgh Ave. Wooster, OH 44691 <b>HOURS: Monday-Thursday</b> <b>8:00 AM - 5:00 PM</b>	<b>MEDINA OFFICE</b> Lower Level- MCDJFS 232 Northalnd Dr. Medina, OH 44256 <b>HOURS: Mon.-Wed.</b> <b>8:00 AM - 5:00 PM</b> Thursday by appointment	<b>RITTMAN OFFICE &amp; FOOD PANTRY</b> 88 N. Main St. Rittman, OH 44217 <b>HOURS: Tue. &amp; Thur.</b> <b>8:00 AM - 5:00 PM</b>	<b>LODI OFFICE</b> 110 Highland Dr. Lodi, OH 44254 <b>HOURS: Thursday</b> <b>8:00 AM - 4:30 PM</b>	<b>WEST SALEM OFFICE &amp; FOOD PANTRY</b> 99 E. Buckeye St. West Salem, OH 44287 <b>HOURS: Mon. <del>XXXX</del></b> <b>8:00 AM - 4:30 PM</b>
OFFICE CONTACT NUMBERS				
330-264-8677		330-723-2229		330-927-1871

## 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 (frequency and amount for rent, food, utility etc.) 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 REQUESTED 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, please 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.**