

# FRONT LINE ENERGY PROGRAM

## 2020 Front Line Energy Program

The Heat and Warmth Fund (THAW), a leading provider of utility assistance, wants to help keep your family safe and warm. If you are a front-line worker in the fight against the coronavirus and are struggling to pay your utility bill(s), you may be eligible for assistance.

### HOW TO APPLY:

1. Review the Program Guidelines to see if you meet the eligibility requirements.
2. Complete an application and include copies of all supporting documents.
3. Mail the completed application to THAW for review and processing:

The Heat and Warmth Fund  
535 Griswold St., Suite 200  
Detroit, MI 48226

Once THAW receives your completed application, it will be processed by our Utility Assistance Center. In approximately 10 days you will receive a letter informing you if your application has been approved or denied. If approved, the utility assistance payment amount will be included in your letter. The payment will be made directly to your utility provider. It may take up to 30 days for the assistance payment to be reflected on your utility account.

## 2020 Frontline Energy Assistance Program Guidelines

### Gas, Electricity & Water

#### **Eligibility:**

- Applicant must be an essential critical infrastructure worker as defined by the US Department of Homeland Security.
- Applicant's household income must be at or below 250% of the Federal Poverty Level guidelines OR applicant has lost income due to a specific quarantine order. See chart below.
- **Utility account must be in the applicant's name; if not** the applicant must live at the service address.
- Utility account must be residential. No business or commercial accounts are eligible.
- Unauthorized usage charges will not be covered.
- Each household is eligible for up to \$500 in assistance.

Please use this checklist to make sure you are including all appropriate information needed to process your application. Failure to provide supporting documentation will delay this process. **Incomplete applications will not be processed.**

## DOCUMENT CHECKLIST

- Completed THAW Front Line Energy Program Application:**
  - Application **MUST** be signed by the applicant
  
- Copy of valid photo ID for applicant/account holder:**

*Driver's license or state issued ID*

  - **The address on the ID must match the service address on the account**
  
- Proof of household/family members:**

Examples: Social security card, birth certificate, school records, school/work ID
  
- Proof of income for the last 30 days:**

Examples: Payroll verification, check stubs  
If income lost due to quarantine order, doctor's letter is required
  
- Proof of deductible expenses:**

Examples: Invoices for health insurance and dependent care
  
- Copy of the utility bill/bills to be paid:**

If you want to pay more than 1 utility provider, specify how much you want to be paid to each one if the total exceeds \$500.  
*(i.e. - \$200 for heat/electricity and \$300 for water).*

**Applicant Information:**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applicant's Gender:  Male  Female  
(month/day/year)

Applicant's SSN: \_\_\_\_\_

Applicant's Race/Ethnicity:  African American/Black  Arabic  Asian  Caucasian  Hispanic  Native American/Native Alaskan  Pacific Islander  Other \_\_\_\_\_

Household members:

Name	Date of Birth	Relationship to Applicant

Employer:

Name \_\_\_\_\_

Address \_\_\_\_\_

Income:

Total household income before taxes: \$ \_\_\_\_\_  Weekly  Monthly  Yearly

Total deductible expenses: \$ \_\_\_\_\_  Weekly  Monthly  Yearly

Utility bills:

Utility Provider	Account Number	Payment requested*
Heat:		
Electricity:		
Water:		

**\*Total of payments requested cannot exceed \$500.**

Essential critical infrastructure workforce position:

Category	Your job title/responsibility
Health care / Public health	
Law enforcement / Public safety / First responders	
Food and Agriculture	
Energy	
Water and Wastewater	
Transportation and Logistics	
Public works	
Communications & Information technology	
Other community-based government operations & essential functions	
Critical manufacturing	
Hazardous materials	
Financial services	
Chemical	
Defense industrial base	

IMPORTANT: Applicant must sign below

<p><b>Authorization to Release:</b>            I affirm the information provided is true, subject to verification, and if false, I will be denied THAW assistance. I understand that THAW Fund does not guarantee payment of funds, even if preliminary approval is granted. I hereby release THAW Fund, its employees, officers, directors, and its partnering agencies from any liability in connection with the application and payment or non-payment of any funds. I give permission to this Agency, THAW Fund and utility vendors to request and receive information from other parties as necessary to reach a determination on my request for utility assistance. I have read, understand, and agree to these conditions and requirement.</p>
<p><b>Signature of Applicant:</b></p>
<p><b>Date:</b></p>
<p>By signing this application, I affirm that all information is correct to the best of my knowledge and that I my job is included in the essential critical infrastructure workforce.</p>

2020 Federal Poverty Guidelines – 250%

Family Size	Monthly Income	Yearly Income
1	\$2,658	\$31,900
2	\$3,592	\$43,100
3	\$4,525	\$54,300
4	\$5,458	\$65,500
5	\$6,392	\$76,700
6	\$7,325	\$87,900
7	\$8,258	\$99,100
8	\$9,192	\$110,300

For family units over 8, add \$933 per month or \$11,200 per year for each individual.

**The following expenses that can deducted from your income before FPL is determined. Please total those expenses and record on the total deductible expenses. Submit proof of each expense if it is not included in your pay stub.**

Deductions required by your employer

Health insurance premiums

Child support payments

Cost of dependent daycare

Withholding taxes