**DOCUMENTATION CHECKLIST:**

- Pay stubs for all working adults in the household for the four week time period prior to your apppt.
- If you are self employed, there is a self employment form that must be filed out.
- Unemployment Compensation Benefits for the four week period prior to your appointment.
- Interest and Dividend Statements
- Social Security/SSI
- Pensions/Annuities (1099’s)
- Veterans Benefits
- Workers Compensation/Disability Insurance (long or short term)
- Alimony/Child Support
- DSS/State Assistance
- Money from Family or Friends
- Do you own a business? Under the table earnings?
- Other Income: Paypal, Ebay, lottery, casino, etc.
- Rent Receipt/Mortgage Statement
- Social Security Numbers & Birthdates of all household members.

Depending on what fuel source you heat with, you will need that bill (gas, electric) or if you heat with oil, it is your responsibility to establish an account with a dealer who is a registered vendor with the CT Energy Assistance Program.

You will receive a FULL more detailed listing of required documentation after you schedule an appointment with us, this list is just the basics due to space constraints.

**INCOME & ASSET GUIDELINES:**

**2021-22 HOUSEHOLD INCOME GUIDELINES**

*Guidelines & Award levels are subject to change, per State budget constraints.*

**2021-22 HOUSEHOLD INCOME GUIDELINES**

Your combined yearly income must fall below the maximum yearly gross for your household size.

<table>
<thead>
<tr>
<th>Household Size</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>YEARLY MAX</td>
<td>$39,027</td>
<td>$51,035</td>
<td>$63,044</td>
<td>$75,052</td>
<td>$87,060</td>
</tr>
<tr>
<td>MONTHLY MAX</td>
<td>$3,252</td>
<td>$4,253</td>
<td>$5,254</td>
<td>$6,254</td>
<td>$7,255</td>
</tr>
</tbody>
</table>

Full Guidelines are on the State of Connecticut DSS website: [www.ct.gov/staywarm](http://www.ct.gov/staywarm)

**THERE IS NO ASSET LIMIT THIS SEASON**

Last season, over 600 Branford Families were assisted through this program.

If you know someone who needs help, please pass along this brochure and encourage them to call for a private & confidential appointment.

Donations to the Emergency Fuel Fund are gratefully accepted; checks can be made out and mailed to:

**Town of Branford - Canoe Brook Center**

(No Emergency Fuel Fund in the MEMO)

Canoe Brook Center

46 Church Street—Upper Level

Branford CT 06405

**THIS OFFICE WILL START TAKING APPLICATIONS**

**09/20/2021**

**BY APPOINTMENT ONLY**

**ENERGY ASSISTANCE**

**CANOE BROOK CENTER**

**Town of Branford**

46 Church Street—Upper Level

State & Federal Energy Assistance Programs

**Sept. 2021—June 2022**

*Guidelines & benefits subject to change per State budget mandates*

Marlowe Ioime, Assistant Director

Phone: (203) 315-0682

Email: mioime@branford-ct.gov

Revised 6/2022
**HELP IS AVAILABLE**

If you are having difficulty with the cost of heating your home, there is help available for qualified households. A person living alone must have a total gross yearly income less than $39,027 and two people living together less than $51,035 combined income.

**OIL-KERO-PROPANE**

If you applied last year for energy assistance and you heat with oil, kerosene, or propane you will be mailed an appointment letter during the month of September and a detailed list of the required documentation. You must select a vendor who is participating and registered with the State of Connecticut Energy Assistance Program. If you are new and would like information or an appointment please contact 203-315-0610 or 203-315-0682.

In order to get fuel, your application must first be approved & authorized by the State of Connecticut Community Renewal Team (CRT).

The FIRST DAY for DELIVERIES

NOVEMBER 1, 2021

The LAST DAY for FUEL AUTHORIZATIONS

MAY 2, 2022

**ELECTRIC**

If you applied last year for energy assistance and you heat with electricity, appointment letters will be mailed out in November with a detailed list of the required documentation.

If you are new to the program, or did not apply last year, please contact us at 315-0610.

Last day for a utility heated household to apply for assistance is June 30, 2022.

If you have not already done so, you should contact Eversource and apply for the winter protection program and the Matching Payment Plan (1-800-286-5844). Under this plan you will be protected from shut-off’s and if you are awarded energy assistance and make all of your agreed upon monthly matching payments, eventually Eversource will match those payments as well as your energy award, up to a zero balance. Basically it doubles the amount of dollars off your bill. Electric bill must be in the name of a household member over the age of 18 and coded as residential heat.

**GAS**

If you applied last year for energy assistance and you heat with gas, appointment letters will be mailed in December with a detailed list of the required documentation.

If you are new to the program, or didn’t apply last year, please contact us at 315-0610 after Dec. 1.

If you have not already done so, you should contact Southern Connecticut Gas and apply for winter protection and the Matching Payment Plan (1-800-659-8299). Under this plan you will be protected from shut-off’s and if you are awarded energy assistance and make all of your agreed upon monthly matching payments, eventually SCGC will match those payments as well as your energy award up to a zero balance. Basically it doubles the amount of dollars off your bill. Gas bill must be in the name of a household member 18+ and coded RSH. We can assist at the time of your appointment only.

**IMPORTANT**

We CAN code your electric account hardship and enroll you in the Matching Payment Plan (Eversource ONLY). However, we CANNOT do this until the time of your appointment.

THE LAST DAY for UTILITY HEATED households to apply is June 30, 2022.

The deadline for DELIVERABLE FUEL AUTHORIZATIONS OR

(203) 315-0610 or (203) 315-0682

by appointment only