HOW TO APPLY
(2020-2021 HEATING SEASON)

You must complete a Wisconsin Home Energy Application through your local WHEAP Agency. Please contact the Oconto County Department of Health & Human Services at (920) 834-7055 starting October 1, 2020 to schedule an in person or phone appointment. You can also apply online at [https://energybenefit.wi.gov/](https://energybenefit.wi.gov/).

**WHAT TO BRING**

1. **Photo ID.**
2. **Social Security Numbers** of the individuals in the home, which can be given verbally or written down on a piece of paper. The actual card is not needed.
3. Verification of **Citizenship** if you or a member of your household is not a citizen of the United States of America.
4. Verification of **HEAT & ELECTRIC** costs for the last 12 months.
5. **Proof of Residency.** If you rent, bring the name, address and telephone number of your landlord or the person you pay your rent to; or your rental agreement.
6. Verification of your household’s **GROSS income** for one month previous to your appointment month:
   - Wage Income
   - IRS 1040 including schedules for the following income types:
     - Self-Employment Income (Schedule C)
     - Farm Income (Schedule F)
     - Land Contract Income (Schedule B)
     - Rental Income (Schedule E)
     - Seasonal Employment
   - SSI Benefits
   - Social Security Benefits (see note below)
   - Pensions, Annuities, IRA’s
   - Veteran’s Benefits
   - Unemployment Compensation
   - Child Support Payments Received
   - TANF/W2 Benefits
   - Dividends/Interest Income

**NOTE:** Applicants receiving Social Security benefits will need to provide a copy of a benefit award statement (copies can be obtained directly from SSA at no cost, but it may take 2 weeks to get a copy).