

HOME ENERGY ASSISTANCE PROGRAM (HEAP)

SUBSIDIZED HOUSING FORM

CAA Name: _____ CAA Phone: _____
 CAA Address: _____ CAA Fax: _____
 _____ CAA Email: _____

Primary Applicant: _____ Create/Intake Date: _____
 Client Number: _____

Form Return Deadline: _____

INSTRUCTIONS: The information requested on this form is needed to complete the Home Energy Assistance Program (HEAP) application for the household named below. Be sure the Property Manager, Subsidized Housing Agent, or local Housing Authority ("Agent") completes and returns the form to the CAA listed on this form.

RELEASE OF INFORMATION

I hereby waive the right to or interest in the confidentiality of the disclosure of the nature of any housing subsidy which my household receives. The information includes any subsidy received from local, state or federal sources. I understand that this waiver shall remain in effect in compliance with the rules established under HEAP.

 Applicant/Subsidy Holder's Signature Date

To be completed by the HEAP Intake or Outreach Worker at the time of Application

Applicant/Subsidy Holder's Name _____ Housing Agent _____
 Street Address _____ Applicant Phone Number _____
 City State Zip _____

To be completed by the Property Manager, Subsidized Housing Agent or Local Housing Authority ("Agent")

NOTE: The information provided below must reflect information for the Applicant as of the Created/Intake Date listed above.

Agent Name _____ Agency Name _____
 Street Address _____ Agent Phone Number _____
 City State Zip _____

- A. Is Tenant's Rent Subsidized Yes No
- B. Effective Date of Recertification: _____
- C. Actual Monthly Amount Tenant pays for rent (NET) _____
- D. Is the Tenant's heat included in the rent? Yes No
 If No, Tenant's total Monthly Utility Allowance _____
 If No, Tenant's Monthly Utility Allowance for heating (if known) _____
- E. Primary source of heat is Electricity Oil Kero LPGas Nat Gas Other _____

I certify that to the best of my knowledge the above information is accurate and may be verified by the CAA and MaineHousing.

Agent Signature _____ Title _____ Date _____

I have reviewed the above information. _____
 CAA Certifier Signature Date