



Empowering People, Enriching Communities

## Ozarks Area Community Action Corporation

### Weatherization Program

Todd Steinmann, Director

2643 W. College Road

Springfield, MO 65802-2204

Office: 417-865-7797 | Fax: 417-865-7542

www.oac.ac



Dear Applicant

The Weatherization Assistance Program is funded through the Missouri Department of Natural Resources, Division of Energy (DNR/DE). Our goal is to install energy saving measures on low-income homes (caulking, weatherstripping, insulation, etc.); as well as check your heating system and water heater for health and safety issues.

Enclosed is an application to fill out, sign and return to the following address:

OACAC Weatherization Program  
2643 West College Road  
Springfield, MO 65802

**PLEASE READ CAREFULLY:** Enclosed are the annual *gross* income guidelines and instructions on what documentation must be attached to be eligible for assistance. If required information is not turned in with the application, a letter will be mailed asking for the remaining paperwork. *Your application will not be processed until ALL required information is submitted.*

**Note:**

Applicants **MUST** be living in the home; weatherization measures will not be performed on an unoccupied home/mobile home. Funding is not available for REHAB measures or major structural repairs including electrical, plumbing, or roof repairs.

Homes/mobile homes that received weatherization assistance after September 30, 1994, will **not** be eligible for further assistance.

If you have recently filled out a weatherization application through your local OACAC Neighborhood Center Office, **DO NOT COMPLETE ANOTHER APPLICATION** until contacting our office first.

The OACAC Weatherization Program operates in 10 counties. Based on current funding the waiting list for service is *approximately 12 to 18 months* from date of application. Funds change each year which can affect the waiting period.

For questions contact the Weatherization office, 417-865-7797; regular office hours are Monday through Thursday except holidays; calls received 8:00 a.m. to 5:30 p.m. Our office appreciates your interest in the Weatherization Program and hopes to provide you with assistance in the near future.

Todd Steinmann, Director  
Weatherization Program

Enclosures

OACAC WEATHERIZATION ASSISTANCE PROGRAM

2020 Poverty Income Guidelines

<u>Size of Family Unit</u>	<u>Threshold 200%</u>
1.....	\$25,520
2.....	\$34,480
3.....	\$43,440
4.....	\$52,400
5.....	\$61,360
6.....	\$70,320
7.....	\$79,280
8.....	\$88,240
Each additional member add	\$ 8,960

*Our office makes every effort to process your application in a timely manner; however, it cannot be completed until all required paperwork has been submitted. Please note that new applications may be denied if all information has not been received within a 3 month period of Date of Application.*

Proof of household information must be attached to the application – see following requirements and acceptable documentation:

\_\_\_\_\_ **Proof of Income:** **wages** - proof of most recent 3 month’s gross income of everyone in the home; **fixed income** – letter of benefits for social security, SSI, pension, unemployment, VA benefits, dividends/interest from savings accounts; proof of benefits from TANF, child support, etc; **self-employed** – previous year’s income tax return including the Schedule C; **zero income** – anyone 20 years old or older that doesn’t receive income must attach a signed, *Zero Income Form*. If **no one** in the household has income; a *Zero Income Form* must be signed and **notarized** for each member 20 years old or older (see page 4). **The form must be signed in front of a Notary.**

\_\_\_\_\_ **SS Cards and Picture ID:** **copies of SS cards** must be for everyone living in the home and **picture ID** of everyone over 20 years old.

\_\_\_\_\_ **Proof of Ownership:** **client’s name and physical address must be on documentation.** Client must provide **ONE OF THESE ITEMS:** **Site Built Home** – proof of recorded Missouri deed; a recorded mortgage agreement; proof of real estate property taxes (statement/receipt-must be paid for previous year); copy of current homeowner’s insurance. **Mobile Home** - copy of mobile home title; recorded mortgage agreement for mobile home; personal property taxes (must include mobile home information and be paid for previous year); proof of current homeowner’s insurance (mobile home information must be listed on policy).

\_\_\_\_\_ **Proof of Utilities:** copy of most recent electric bill; and natural or propane gas bill, if applicable. *Utility Company’s* name must be on copy. The home physical address must be listed on bill.

\_\_\_\_\_ **Renters:** can qualify, but must provide landlord’s name, address, and phone number to contact for approval.

For questions concerning weatherization assistance, call 417-865-7797; regular office hours are Monday through Thursday except holidays, phone calls taken 8:00 a.m. to 5:30 p.m.

Mail or submit application to: OACAC Weatherization Program  
2643 W. College Road  
Springfield, MO 65802



**MISSOURI LOW INCOME WEATHERIZATION ASSISTANCE PROGRAM APPLICATION**

OZARKS AREA COMMUNITY ACTION CORPORATION  
 2643 W. College Road  
 Springfield, MO 65802

<b>FOR OFFICE USE ONLY</b>	
COUNTY	
JOB NUMBER	

Answer every question on the application and provide the proper supporting documentation. Leaving questions blank on the application or failing to provide proper documentation will cause delays.

<b>APPLICANT INFORMATION</b>			
NAME		PHONE NUMBER WITH AREA CODE	
ADDRESS	CITY	STATE	ZIP CODE
HAS THE HOME PREVIOUSLY BEEN WEATHERIZED? <input type="checkbox"/> No <input type="checkbox"/> Yes   Date: _____	SSN	EMAIL	

<b>HOUSEHOLD INFORMATION</b>					
TYPE OF HOME <input type="checkbox"/> House <input type="checkbox"/> Mobile Home <input type="checkbox"/> Shelter <input type="checkbox"/> Multi-family			ESTIMATED AGE OF HOME	REFERRED BY	
If you own your home, please provide proof of home ownership. (deed, mortgage, title, etc.) If you rent your home, provide your landlord's address, telephone number and fax number.					
Own <input type="checkbox"/>					
Rent <input type="checkbox"/>					
<b>Household Members</b>	TOTAL HOUSEHOLD MEMBERS	CHILDREN 19 AND UNDER	OVER 60	DISABLED	NATIVE AMERICAN

List all household members. If additional space is needed, please attach list.

Household Member Name	Date of Birth	Native American	Handicap or Disabled	Veteran
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Provide proof of income for the previous three months for all household members. If additional space is needed, please attach list.

<b>INCOME INFORMATION</b>		
Income Source	Amount	Interval

<b>FUEL CONSUMPTION INFORMATION</b>	
PRIMARY FUEL TYPE	
PRIMARY FUEL SUPPLIER	ACCOUNT NUMBER
PRIMARY ELECTRIC SUPPLIER	ACCOUNT NUMBER

## TERMS AND CONDITIONS

I hereby apply for weatherization assistance through the Low-Income Weatherization Assistance Program, or LIWAP, administered by Missouri Department of Natural Resources' Division of Energy and implemented by the weatherization agency with whom I am filing this application. I authorize and direct any federal, state or local agency, organization, business or individual to release to the weatherization agency any information needed to verify my application for weatherization assistance. I further authorize and direct the weatherization agency to release information to other entities for the purpose of determining my household's eligibility for the LIWAP.

I authorize the release of my billing and utility consumption history from my utility vendors providing service to the residence for which I request weatherization assistance, and those vendors are hereby released from any liability for providing information to the weatherization agency.

I understand information relating to my eligibility application or participation in the program, such as name, address, or income information, are generally exempt from disclosure and requests for such information will be treated by the Department of Natural Resources' Division of Energy consistent with the federal government's treatment of information requested under the Freedom of Information Act (FOIA), 5 U.S.C. 552, including the privacy protections contained in Exemption (b)(6) of the FOIA. A request for release of my personal information including but not limited to my name, address, or income information requires the Department of Natural Resources' Division of Energy to balance a clearly defined public interest in obtaining this information against my legitimate expectation of privacy. If a legitimate, articulated public interest is found, the Department of Natural Resources' Division of Energy may release my information in the aggregate with other recipients' information.

I understand that funds for weatherization assistance for my residence may be provided by federal and state agencies, utility vendors, and other sources, and I hereby agree that my information, to the extent not specifically required to be kept confidential pursuant to the federal Privacy Act and Freedom of Information Act, and Missouri laws including the Sunshine Law, may be released by the Department of Natural Resources' Division of Energy to qualified personnel for research, audits, program evaluation or reports, with appropriate restrictions on the use of that information (i.e., not to be released to the public). If I receive LIWAP services, I specifically authorize the Department of Natural Resources' Division of Energy to release information regarding my identity, address, weatherization services performed on my residence and other pertinent information, to my utility vendors or other appropriate entities for use in analyzing the effects of weatherization on utility usage, for other research, or for required reporting purposes. This authorization does not constitute public release of my identity, and I understand the Department of Natural Resources' Division of Energy will not publicly release or permit public release of my personnel information, and will place appropriate restrictions on use of my personal information. Highly sensitive information such as Social Security numbers, income or medical information will be protected from disclosure under the Privacy Act and Freedom of Information Act, as well as the Missouri Sunshine Law.

### **Civil Rights Statement:**

No person will be denied or discriminated against in connection with any program or activity receiving federal financial assistance from the U.S. Department of Energy because of race, color, national origin, age, sex or disability.

### **Access to Residence/Conditions:**

I agree and understand the Department of Natural Resources' Division of Energy staff, weatherization technicians and contractors must be given access to all areas of my home during business hours and on a reasonable schedule.

My signature below authorizes the Department of Natural Resources' Division of Energy employees, the weatherization agency employees, contractors and subcontractors to enter my home as needed to perform energy audits, weatherization work and inspections of weatherization work and such persons will not be held liable for any injury or expense incurred by me while participating in this program.

I agree and understand that if my home is deemed unsafe or unacceptable for weatherization technicians, contractors or inspectors to perform their duties due to unsafe or dangerous conditions, presence of debris, clutter, mold, insect/rodent infestation, pets, threat of violence, etc., the project will be postponed until these conditions are corrected.

I agree to allow my home to be photographed for pre-and post-work documentation.

I understand that in order to weatherize my home, holes may be drilled in walls (particularly outside walls) to install insulation. I understand holes will be plugged as part of the weatherization service, but that it is my responsibility to paint the plugs used to fill these holes. I also understand that older vinyl or other siding may be damaged during this process.

### **Closing Certification:**

My signature verifies this residence is not currently for sale, nor is it designated for acquisition, clearance or foreclosure by federal state or local programs, and has not been weatherized previously (unless work was performed prior to Sept. 30, 1994). Upon completion of work, I give permission for the contractor, subcontractor, the weatherization agency employees, the Department of Natural Resources' Division of Energy employees and federal officials to inspect that work.

I certify the information provided in this application is true, correct and complete to the best of my knowledge. I understand that I may be fined, imprisoned or both under state or federal law if I make false statements on this application in order to get benefits I am not eligible to receive. LIWAP service is free of charge, but I understand that if my home is served due to incomplete or incorrect information that would otherwise make my household ineligible, I accept responsibility for paying for services received.

My signature below indicates that I have read, understood and agree to the conditions of this application.

Applicant's Signature \_\_\_\_\_ Date: \_\_\_\_\_

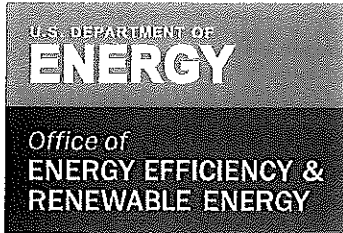




MISSOURI DEPARTMENT OF SOCIAL SERVICES  
 FAMILY SUPPORT DIVISION  
**AUTHORIZATION FOR RELEASE OF INFORMATION**

FROM	LIHEAP Worker Name	Telephone Number	Date
	LIHEAP Agency Name	LIHEAP Agency Address	
TO	Name **		
	Address **		
RE	Applicant Name **	Applicant DCN	
I authorize the release of information regarding my situation described below to representatives of the Missouri Family Support Division. (Circle the applicable situation and explain, if necessary)			
<input checked="" type="radio"/> Weatherization Request copy of LIHEAP Payment Screen - E1PY. / E1RG			
<input type="radio"/> Lifeline			
<input type="radio"/> Safelink			
<input type="radio"/> Other (Explain)			
I (we) hereby release any person, representative of the Missouri Family Support Division, or representative of the LIHEAP contract agency from any liability for information furnished pursuant to this authorization.			
Applicant Signature**		Date **	
Signature of Other (If applicable)		Date	





## Weatherization Works!

The U.S. Department of Energy's (DOE) Weatherization Assistance Program reduces energy costs for low-income households by increasing the energy efficiency of their homes, while ensuring their health and safety. The Program supports 8,500 jobs and provides weatherization services to approximately 35,000 homes every year using DOE funds. Through the weatherization improvements and upgrades, these households save on average \$283 or more every year (*National Evaluation*).

## Weatherization In Action

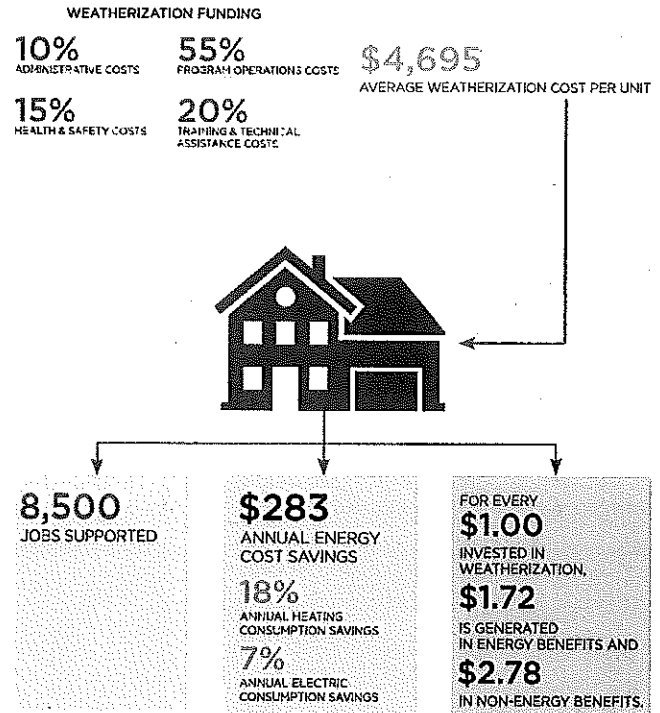
Locally-based and professionally trained weatherization crews use computerized energy assessments and advanced diagnostic equipment, such as blower doors, manometers, and infrared cameras, to create a comprehensive analysis of the home to determine the most cost effective measures appropriate and to identify any health and safety concerns. Weatherization providers also thoroughly inspect households to ensure the occupant's safety, checking indoor air quality, combustion safety, carbon monoxide, and identifying mold infestations — which are all indications of energy waste.

The auditor creates a customized work order and trained crews install the identified energy efficient and health and safety measures. A certified Quality Control Inspector ensures all work is completed correctly and that the home is safe for the occupants.

## Impact on Low-Income Americans

Low-income households carry a larger burden for energy costs, typically spending 16.3% of their total annual income versus 3.5% for other households (*2014 ORNL study*). Often, they must cut back on healthcare, medicine, groceries, and childcare to pay their energy bills.

Weatherization helps alleviate this heavy energy burden through cost-effective building shell improvements such as insulation and air sealing, heating, ventilation, and air conditioning systems, lighting, and appliances.



Weatherizing a home has multiple benefits. In addition to the main goal of creating a more energy efficient dwelling, an investment in weatherization also has a positive impact on local employment and energy costs and generates energy and non-energy benefits for the community.

The program improves health and safety by eliminating any energy-related hazards. Once installed, energy-efficient Weatherization measures continue to save money and energy year after year and increase household incomes so funds can go towards key living expenses.

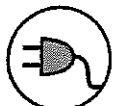
## Funding & Leveraging

DOE provides core program funding to all 50 states, the District of Columbia, Native American Tribes, and the five U.S. territories - American Samoa, Guam, Northern Mariana Islands, Puerto Rico, and the Virgin Islands through formula grants.

Once DOE awards the grants, states contract with nearly 800 local agencies nationwide. Community action agencies, other non-profits, and local governments use in-house employees and private contractors to deliver services to the low-income families.

In 2017, utilities and states supplemented DOE funding by providing an additional \$678 million or \$3.04 for every dollar invested by DOE (*NASCSP Funding Survey 2017*).

### The Benefits of a Weatherized Home



ENERGY COSTS 3-11% LESS



WATER COST SAVINGS



LESS OUT-OF-POCKET HEALTH COSTS



LOWER LOAN INTEREST PAYMENTS



## Impact on Communities

Weatherization not only helps households, it also helps revitalize communities by spurring economic growth and reducing environmental impact. Weatherization returns **\$2.78** in non-energy benefits for every \$1.00 invested in the Program (*National Evaluation*).

Non-energy benefits represent tremendous benefits for families whose homes receive weatherization services. After weatherization, families have homes that are more livable, resulting in fewer missed days of work (i.e. sick days, doctor visits), and decreased out-of-pocket medical expenses by an average of **\$514**. The total health and household-related benefits for each unit is **\$14,148** (*National Evaluation*).

## Typical Weatherization Measures



### MECHANICAL MEASURES

- Clean, tune, repair, or replace heating and/or cooling systems.
- Install duct and heating pipe insulation.
- Repair leaks in heating/cooling ducts.
- Install programmable thermostats.
- Repair/replace water heaters.
- Install water heater tank insulation.
- Insulate water heating pipes.
- Install solar hot water heating system.



### BUILDING SHELL MEASURES

- Install insulation where needed.
- Perform air sealing.
- Repair/replace windows/doors.
- Install window film, awnings and solar screens.
- Repair minor roof and wall leaks prior to attic or wall insulation.



### HEALTH & SAFETY MEASURES

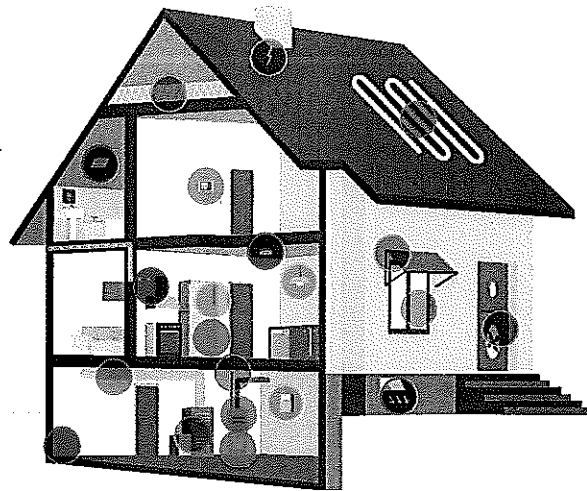
- Perform heating system safety testing.
- Perform combustion appliance safety testing.
- Repair/replace vent systems to ensure combustion gas draft safely outside.
- Install mechanical ventilation to ensure adequate indoor air quality.
- Install smoke and carbon monoxide alarms when needed.
- Evaluate mold/moisture hazards.
- Perform incidental safety repairs when needed.

## Leading the Industry

Weatherization is always critical to introducing and deploying technology and facilitating greater industry adoption. An entire industry – the home performance industry – is based on the skills perfected by weatherization. Over the past five years, the weatherization network and the private sector have established the **Guidelines for Home Energy Professionals** including **Standard Work Specifications for Home Energy Upgrades (SWS)**, and **Home Energy Professional certifications** along with accreditation of energy-efficiency training programs.

Weatherization agencies also create a market for American manufacturing, using products and equipment from local sources, benefitting the business community in the regions they serve.

The Weatherization Assistance Program has created an industry, producing new jobs and technologies, all while helping the most vulnerable families in America. ■



### ELECTRIC & WATER MEASURES

- Install efficient light sources.
- Install low-flow showerheads.
- Replace inefficient refrigerators with energy-efficient models.



### CLIENT EDUCATION ACTIVITIES

- Educate on potential household hazards such as carbon monoxide, mold & moisture, fire, indoor air pollutants, lead paint and radon.
- Demonstrate the key functions of any new mechanical equipment or appliances.
- Discuss the benefits of using energy-efficient products.



For more information, visit: [energy.gov](http://energy.gov)

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