



Fuel and Electric Assistance Programs Information

The following gives you important information about how to apply to the Fuel and Electric Assistance Programs.

Please keep this page for your records.

- Complete all sections of the application form - list everyone living in the household; include birthdates and social security numbers on the application.
- **NEW clients:** Please include legal proof of social security number documentation for all household members, or legal non-citizen status documentation.
- All applicants: please include copies of all income received for all household members for the 30 days prior to the date you sign your application. See page 3 of the application for types of documentation to include.
- Provide a current copy of your electric bill and fuel account information.
- Sign and date your application – we cannot process it without your signature.
- This is the beginning of the application process. Please be aware additional information may be requested.

Please complete the attached application and submit along with requested documents via one of the following methods:

- **Mail: Community Action Program, PO Box 172, Suncook, NH 03275**
- **Email: Fuelassistance@capbm.org**
- **Drop off at your local area resource center – see contacts below**
- **If you would prefer an In Person Appointment, please call [603-223-0043](tel:603-223-0043)**

APPLICATION PROCESS



1. Submit your application

Make sure you complete and sign the application.

Make sure you have included your supporting documentation.

2. Initial Review

An intake staff member will complete an initial review and contact you if any additional information is needed to complete your application.

3. Application is Certified

The application will be submitted to a certifier once all required info is received. A certifier will review, and your application will be Enrolled or Denied.

HOW YOU WILL BE NOTIFIED

Denial Letter

- You will be mailed a notification letter explaining why the application was denied.
- You may reapply for the programs with updated information and/or a complete application.

Fuel Assistance Enrollment

- You and your fuel vendor will both receive benefit notification letters showing the amount you have been approved for once the program opens in December.

Electric Assistance Enrollment

- You will be mailed a benefit notification letter showing the discount amount you will be receiving.
- Your electric bill will start to show this recurring discount after 1-2 billing cycles.

Concord Area Resource Center
2 Industrial Park Dr
Concord NH, 03301
CARC@capbm.org
Towns Served:
Boscawen, Canterbury
Concord, Loudon,
Penacook

Franklin Area Resource Center
12 Rowell Dr
Franklin NH, 03235
FARC@capbm.org
Towns Served:
Andover, Danbury,
Franklin, Hill,
Northfield, Salisbury,
Tilton

Laconia Area Resource Center
522 Main St
Laconia NH, 03246
LARC@capbm.org
Towns Served:
Alton, Barnstead,
Belmont, Gilford,
Laconia, Gilmanton,
Sanbornton

Warner Area North Ridge Housing
26 Ridge Rd
Warner, NH 03278
WARC@capbm.org
Towns Served:
Bradford, Henniker,
Hopkinton, Newbury,
New London, Sutton,
Warner, Webster,
Wilmot, Contoocook

Suncook Area Resource Center
15 Glass St, Suite 104
Suncook, NH 03275
SARC@capbm.org
Towns Served:
Allenstown, Bow,
Chichester, Dunbarton,
Epsom, Hooksett,
Pembroke, Pittsfield

Meredith Area Resource Center
147 Main St
Meredith, NH 03253
MARC@capbm.org
Towns Served:
Center Harbor,
Meredith,
New Hampton

Please complete information below about all household members, including yourself, in prior month.

<i>More than 4 people? Use a second sheet.</i>	Household Member 1 Applicant	Household Member 2	Household Member 3	Household Member 4
First + Last Name				
Social Security #				
Date of Birth				
Sex <i>Circle one per person</i>	<i>Male Female Prefer Not to Answer</i>	<i>Male Female Prefer Not to Answer</i>	<i>Male Female Prefer Not to Answer</i>	<i>Male Female Prefer Not to Answer</i>
Race <i>Check one per person</i>	<input type="checkbox"/> Amer Indian/Alaskan <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaii/Pacific <input type="checkbox"/> White <input type="checkbox"/> Multi-race (2+ of above) <input type="checkbox"/> Other	<input type="checkbox"/> Amer Indian/Alaskan <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaii/Pacific <input type="checkbox"/> White <input type="checkbox"/> Multi-race (2+ of above) <input type="checkbox"/> Other	<input type="checkbox"/> Amer Indian/Alaskan <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaii/Pacific <input type="checkbox"/> White <input type="checkbox"/> Multi-race (2+ of above) <input type="checkbox"/> Other	<input type="checkbox"/> Amer Indian/Alaskan <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaii/Pacific <input type="checkbox"/> White <input type="checkbox"/> Multi-race (2+ of above) <input type="checkbox"/> Other
Ethnicity <i>Check one per person</i>	<input type="checkbox"/> Hispanic, Latino, or Spanish Origins <input type="checkbox"/> Non-Hispanic, Latino or Spanish Origins <input type="checkbox"/> Unknown	<input type="checkbox"/> Hispanic, Latino or Spanish Origins <input type="checkbox"/> Non-Hispanic, Latino or Spanish Origins <input type="checkbox"/> Unknown	<input type="checkbox"/> Hispanic, Latino or Spanish Origins <input type="checkbox"/> Non-Hispanic, Latino or Spanish Origins <input type="checkbox"/> Unknown	<input type="checkbox"/> Hispanic, Latino or Spanish Origins <input type="checkbox"/> Non-Hispanic, Latino or Spanish Origins <input type="checkbox"/> Unknown
Full Time Student?	<i>If yes, what grade? ____</i>	<i>If yes, what grade? ____</i>	<i>If yes, what grade? ____</i>	<i>If yes, what grade? ____</i>
United States Citizen?	Y N	Y N	Y N	Y N
Legally Disabled?	Y N	Y N	Y N	Y N
Health Insurance?	Y N	Y N	Y N	Y N
Please indicate which household members receive any of the following monthly or annual income sources. Documented proof of income will be required, please see list on page 3 for reference				
Currently Employed? <i>If yes, pay frequency?</i>	Y N <i>Weekly Biweekly Monthly</i>	Y N <i>Weekly Biweekly Monthly</i>	Y N <i>Weekly Biweekly Monthly</i>	Y N <i>Weekly Biweekly Monthly</i>
Self-Employed? <i>(incl farm, rent, side jobs)</i>	Y N	Y N	Y N	Y N
Receiving Social Security/SSI/SSDI?	Y N	Y N	Y N	Y N
Recently Unemployed? <i>(within last 60 days)</i>	Y N <i>If yes, last day worked _____</i>	Y N <i>If yes, last day worked _____</i>	Y N <i>If yes, last day worked _____</i>	Y N <i>If yes, last day worked _____</i>
Receiving Unemployment?	Y N	Y N	Y N	Y N
Receiving SNAP? <i>(food stamps)</i>	Y N	Y N	Y N	Y N
Receiving any type DHHS Cash Assistance? <i>e.g. FANF, TANF, APTD, FAP, etc.</i>	Y N	Y N	Y N	Y N
Earning pension, annuity, interest or dividends?	Y N	Y N	Y N	Y N
IRA/401K Withdrawal within last 365 days?	Y N	Y N	Y N	Y N
Receiving Alimony?	Y N	Y N	Y N	Y N
Receiving Child Support?	Y N <i>If yes, amount is \$_____ per _____</i>	Y N <i>If yes, amount is \$_____ per _____</i>	Y N <i>If yes, amount is \$_____ per _____</i>	Y N <i>If yes, amount is \$_____ per _____</i>
Paying Child Support?	Y N <i>If yes, amount is \$_____ per _____</i>	Y N <i>If yes, amount is \$_____ per _____</i>	Y N <i>If yes, amount is \$_____ per _____</i>	Y N <i>If yes, amount is \$_____ per _____</i>
Worker's Comp, Short/Long Term Disability via employer?	Y N	Y N	Y N	Y N
Receiving VA Cash Benefits?	Y N	Y N	Y N	Y N
Receiving other income or \$\$ support not listed above? Help from family or friends?				

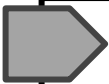
CHECKLIST: In addition to the completed, signed application, please submit copies of the following:

- Proof of SSN for all household members* (e.g. copy of SS card, tax form) or legal non-citizen status
*If proof of SSN was provided last season (2025-26), it may not be needed again this year
- A recent, complete electric bill (for Electric Assistance)
- A recent account statement, fuel delivery slip or utility bill for primary heat source (for Fuel Assistance)
- Households with heat included in rent must submit a completed Landlord/Housing Verification form
- Proof of GROSS income for all household members in the month prior to the date you sign application:
 - If employed, provide paystubs for prior 5 weeks or have your employer(s) complete an Employer Verification Form
 - If self-employed, provide most recent tax return – include complete signed 1040 with all schedules & attachments
 - If receiving Social Security, SSI or SSDI, provide Social Security award letter for current year
 - If receiving DHHS Assistance, provide complete copy of most recent decision letter
 - If receiving pension or VA cash benefits, provide proof of total gross amount received in prior month
 - For any retirement withdrawals in past 365 days, provide proof of total gross amount withdrawn in past year
 - For any annuities, interest, or dividends, provide most recent tax return or 1099
 - If receiving unemployment, disability, or worker’s comp, provide proof of gross amount for past month
 - If receiving alimony, provide proof of gross amount for past month
 - If paying child support, provide proof of gross amount paid in past month
 - If household has no income, please contact us to request and complete a No or Low Income form
 - Additional documentation may be requested by program staff

Release and Conditions: By signing this application, I acknowledge that I have read and understand all the terms and conditions outlined in the program requirements and agree to comply with all rules and regulations set forth by the program administrators. I confirm that all members of the household are listed along with all sources of income. I authorize the Fuel, Electric, and Weatherization Assistance Programs to contact any necessary third party to collect and verify household income and energy usage. I authorize the verification of all information provided and consent to the collection, storage, and processing of my personal data for the purpose of program evaluation and reporting.

I hereby attest under penalty of perjury that all information provided in this application for the program is true, accurate, and complete to the best of my knowledge. I understand that if I knowingly give inaccurate or incomplete information pertaining to my eligibility for the program(s), I am breaking the law and can be prosecuted; conviction may result in imprisonment and/or fine. Furthermore, I may be subject to administrative penalties which may include denial of eligibility and/or repayment of the assistance I received.

I understand that this application is only a request for assistance and assistance is based on the availability of funds. No assistance can be provided until the application is completed and approved. I understand that the Electric Assistance Program benefit is provided to assist our household in making full and timely payments on my electric bill. NH’s Fuel, Electric, and Weatherization Assistance Programs prohibit discrimination based on race, color, creed, religion, sex, age, national origin, marital status, sexual orientation, familial status and physical or mental disability.

 **Applicant Signature** _____ **Date** _____

For Office Staff Use Only

Current EAP Case #:	EAP Recert Due Date:	Usage:
Current Tier:	New Recert Return	If recert not due, did client request appointment? Y N
Notes		