

**Utility Assistance
Electric only in the Summer
Electric and Gas in the Winter**



When the program is funded

**Applications will be taken:
Mondays, Tuesdays and
Wednesdays
Between the hours of:
8:00 am—11:30 am and
1:00 pm—4:30 pm**

**Arriving between these hours
does not guarantee that an
interview can be conducted.
It is recommended that you
arrive early.**

► **Required Documents:**

- Proof of all household income for the month prior to the month of application.
 - ⇒ Check stubs, child support, unemployment compensation, housing utility assistance, SSI, SSA, TEA, VA and any retirement benefits.
 - ⇒ A current copy of income verification will be required with all applications.
 - ⇒ Proof of any earned or unearned income not listed above.
- Valid state or government issued ID is required for the applicant.
- Birth dates and social security numbers for all household members. VERIFICATION MAY BE REQUIRED
- **Must** have a copy of utility bills: electric, gas, and propane.
- Current verification of any and all contributions from family and friends. If you have zero or inadequate income you may need written collateral statements verifying how you pay your bills.
- **If utilities are included in your rent you must provide a full copy of your current lease agreement.** If any subsidized housing is received, you will need proof that utilities are included, see housing authority staff.
- For unemployed high school students 18 years or older a letter from the High School must be provided to verify their enrollment.
- Additional documentation may be required at time of application

APPLICANTS APPLYING FOR CRISIS MUST BE PAST DUE OR HAVE A DISCONNECT OR SHUT-OFF NOTICE OR HAVE A UTILITY BILL DUE WITHIN THE NEXT 7 DAYS, for propane your tank must be at 10% or less.

IMPORTANT INFORMATION:

No determination can be made until **all** requested information has been received.

For more information in Faulkner County, please contact, our Administrative office at (501) 358-8653 or at 707 Robins St. Suite 700 Conway, AR 72034.

fcheap@capcainc.org

In Cleburne County, please contact the office at (501) 428-9204 or at ccheap@capcainc.org . You may complete an application electronically, over the phone, or visit our Faulkner or White County office.

In White County, please contact the office at (501) 279-2015 or at 703 Marion St. Searcy, AR 72143. wcheap@capcainc.org

Website: capcainc.org

Facebook: facebook.com/capcapage

