



**BOARD OF COUNTY COMMISSIONERS**

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**Weatherization Assistance Program (WAP) Application Information**

The data listed below are needed to process your application for participation in the Weatherization Assistance Program. Please complete WAP Application Form and attach all necessary documents. Please bring all this documentation to your scheduled appointment or send in to Monroe County Social Services at the address below.

**NO APPLICATION CAN BE APPROVED WITHOUT ALL DOCUMENTATION**

Things to bring:

1. **APPLICATION** Fully completed and signed Client Intake Form. (Blank form attached).
2. **IDENTIFICATION** Copy of photo ID and Social Security card for each member of the household and proof of disability (if applicable).
3. **INCOME** Proof of income for the past 12 months for each member of the household.
  - i. **Pay stubs, Social Security letter, tax returns, worker comp, veterans payments, private pensions, gifts**

**OR**

A Self-declaration of income form swearing to your income.

4. **OWNERSHIP** Copy of deed, tax receipt, title. **OR** Copy of lease or rental agreement if you rent.
  - a. Renters must also provide a Permission to Enter Premises Form and a Building Owner Agreement signed by the landlord.
5. **UTILITY BILLS** A copy of your most recent electric bill.

Please note that receipt of application and information does not guarantee qualification for the program. Services for this program are provided based on a priority-ranking list, not on a first-come-first serve basis. Monroe County Social Services or its designated appointee reserves the right to postpone services if the premises are deemed unsafe or federal funding limits have been reached.