

Project PAUL, 211 Carr Avenue, Keansburg, NJ 07734

Corona Virus Pandemic Application for Utility Assistance

- **Electric Bills Only**
- **Must live in Keansburg, Union Beach, or Keyport (zip code 07734 or zip code 07735)**
- **Only applications that are completed and have all the required documentation attached will be considered**
- **Mail, Fax (732-495-7072), or Drop off your application • *Deadline is July 15, 2020***

Today's Date: _____

Project PAUL Client ID: _____ *(not required to apply for grant, if you are approved for assistance an ID will be assigned to your household)*

Applicant's Name, Address, Date of Birth, and Social Security Number:

Applicant's Name _____

Street Address (Apt #, if applicable): _____

Town: _____

Zip Code: _____

Applicant's DOB: _____ Applicant's Social Security Number: _____

Applicant's Phone Number: _____ Applicant's Email: _____

Member(s) of Household (Name and Date of Birth):

_____	_____
_____	_____
_____	_____
_____	_____

Household Income:

*Total Monthly Household Income:

\$ _____

Monthly Food Stamp Amount

\$ _____

Other

\$ _____

Household Expenses:

Monthly Rent / Mortgage Payment

\$ _____

Average Monthly Electric Bill

\$ _____

Average Monthly Gas Bill

\$ _____

Monthly Car Loan and Insurance Payment

\$ _____

Monthly Transportation Expense (if no car)

\$ _____

Average Monthly Food Expense

\$ _____

Other (please explain)

\$ _____

Total Monthly Income: \$ _____

Total Monthly Expenses \$ _____

Electric Bill:

Utility Name: _____ Utility Account Number: _____

Balance Due on most recent Electric Bill: \$ _____

Date and Amount of last payment you were able to pay:

Date: _____ Amount: \$ _____

Does the balance due include an amount from a previous residence?: **Circle One: Yes or No**

Is your electricity shut off? **Circle One: Yes or No**

Did you receive a Shut-Off Notice prior to the moratorium? **Circle One: Yes or No**

Financial Assistance Outreach for your Electric Bill:

Have you applied to other agencies for assistance in the last 3 months? **Circle One: Yes or No**

If yes, please list agency and outcome: (for example, I was approved in April 2020 for \$167. 50 by St. Mathew's Church, I was not approved by the LIHEAP program, etc.)

Are you waiting to hear from any other agencies for assistance? **Circle One: Yes or No**

If yes, please list agency: (for example, I submitted an application with Affordable Housing Alliance in February 2020, I left a phone message two weeks ago with NJ Shares, etc.)

Reason(s) for Request for Assistance paying your electric bill (Please be brief and attach supporting documentation):

Required Documents that must be attached to this application

Submit copies not originals

MANDATORY DOCUMENTS –

If you are a Project PAUL client, attach a copy of yellow or green card showing name and Project PAUL ID

1. Copy of applicant's ID: either a Driver's License, State ID card, or Passport
2. Copy of applicant's Birth Certificate
3. Copy of applicant's Social Security Card
4. Copy of **most recent Electric Bill**
(not the shutoff notice or warning of a shutoff)
5. Copy of the **most recent monthly Income for all members of the household - adults and children a.**
Paychecks
 - i. 4 paychecks if you are paid weekly
 - ii. 2 paychecks if you are paid biweekly
 - iii. 1 paycheck if you are paid monthlyb. Award letters
 - i. Social Security Retirement monthly amount
 - ii. Social Security Disability monthly amount (SSD)
 - iii. Supplemental Security Income (SSI) monthly amountc. Unemployment award letter with weekly amount
- d. Food Stamp Letter
- e. Any other income – provide documentation of monthly amount. If you receive a Housing Choice Voucher / Section 8 voucher please indicate amount of rent you pay monthly to the landlord.
6. Copy of **documents to support the "Reason for Request"** section of the application
Each person has been affected by this pandemic in different and unexpected ways. Project PAUL needs to hear how you have been affected. Provide copies of any documentation that you have. Don't stress over this, do the best you can. Here are a few examples but we are sure there are many more.
 - a. Loss of income because you had to stop working due to loss of childcare. Copy last paycheck.
 - b. Copy of medical bills that you had to pay (not covered by insurance).
 - c. If you or someone in your household suffered a reduction in work hours, and your income is substantially less, copy your last paycheck at full pay and the new paycheck at part time pay.
 - d. If you or someone in your household lost their job and were denied unemployment, copy of the last paycheck at full pay and any emails/letters from unemployment that you received.
 - e. Copy of the last shut off notice, if you have one, which will indicate that once the moratorium is lifted you may be subject to shutoff immediately.