Wateree Community Actions, Inc.

REQUIRED SUPPLEMENTAL DOCUMENTATION

REQUIRED DOCUMENTATION FOR HOUSING ASSISTANCE
(AT A MINIMUM)

- **Proof of Applicant Social Security Number and a picture SC I.D.** (Name on ID & SS Card MUST Match);
- **Social Security Cards or official document with Social Security Numbers for all household members (NO EXCEPTIONS);**
- **Proof of total household gross income for the past 30 days (to include utility checks if applicable). (Any person in the household 18 years of age or older must have an unemployment printout if they have no income, NO EXCEPTIONS.);** Persons receiving social security or social security income may use their 2020 Award Letter. Self-employed individuals must have their 2019 income tax documents to include a Schedule C.
- **If disabled, current proof of federal disability benefits must be presented.**
- **A copy of current lease with all household members listed;**

REQUIRED DOCUMENTATION FOR UTILITY ASSISTANCE
(AT A MINIMUM)

- **Proof of Applicant Social Security Number and a picture SC I.D.** (Name on ID & SS
- Card MUST Match);
- **Social Security Cards or official document with Social Security Numbers for all household members (NO EXCEPTIONS and NO COPIES ALLOWED);**
- **Proof of total household gross income for the past 30 days (to include utility checks if applicable). (Any person in the household 18 years of age or older must have an unemployment printout if they have no income, NO EXCEPTIONS.);** Persons receiving social security or social security income may use their 2020 Award Letter. Self- employed individuals must have their 2019 income tax documents to include a Schedule C.
- **If disabled, current proof of federal disability benefits must be presented. A current**

  bill for Direct Assistance; and/or
- **A Disconnect/Cutoff Notice for the Emergency Crisis Intervention Program (ECIP). Households must provide proof of emergency to apply for ECIP.**

Personal Information/Address Date _____

What type of assistance are you seeking? ☐ Electric/Gas ☐ Housing

Applicant:_____Social Security #_____Date of Birth _____

Physical Address_____Mailing Address _____

Driver's License #_____Expiration _____

Home Phone_____ Cell_____Email _____

How many persons are in your household, including yourself?_____

Demographics

Gender: M ☐ F ☐

Disabling Condition: Yes ☐ No ☐ Unknown ☐

Marital Status: Divorced ☐ Legally Separated ☐ Married ☐ Partner ☐ Separated ☐ Single ☐ Widowed ☐

Primary Language:

Household Type:

Multigenerational Household	☐	Single Person	☐
Non-related Adults with children	☐	Two Adults No Children	☐
Other		Two Parent Household	☐
Single Parent Female	☐	Unknown / not reported	☐
Single Parent Male	☐		

Housing Type: ☐ Homeless ☐ Homeless by Choice ☐ Living with friends or family ☐ Other Permanent Housing ☐ Own

☐ Rent Subsidized (Hud, Section 8, etc.) ☐ Rent Unsubsidized ☐ Transitional/Shelter

Education Highest Grade Completed

Military Status: ☐ Active ☐ Never Served in Military ☐ Veteran

Health Insurance ☐ No ☐ Yes

☐ Direct Purchase	☐ Employment Based	☐ Medicaid	☐ Medicare	☐ Military Health Care	☐ State Children's Health Insurance	☐ State Health Insurance Adult

Race:

Asian	☐	Bi-racial or Multi-racial	☐
Black or African American	☐	Caucasian or White	☐
Hispanic	☐	Native American	☐
Pacific Islander	☐	Unknown	☐

Ethnicity

Hispanic, Latin or Spanish Origin	☐	Not Hispanic, Latin or Spanish Origin	☐	Unknown	☐

Tribe

Blackfoot	☐	Catawba	☐	Cherokee	☐
Choctaw	☐	None	☐	Pawnee	☐
Pima	☐	Other:			

Do you work at WCAI or another CAA or are you a member of the board of either WCAI or another CAA? ☐ Yes ☐ No

Do you have a family member that works at WCAI? ☐ Yes ☐ No

Income:

Please provide actual monthly dollar amount for all that apply.

Income Source	Income Total	Income Source	Income Total
Alimony or other Spousal Support		Public Assistance	
Black Lung		Rental Income	
Child Support		Retirement Income from Social Security	
Earnings		Royalties	
Educational Assistance		Short Term Disability	
EITC		Social Security Disability Income (SSDI)	
Estate/Trust		State Assistance (IS General)	
Interest/Dividends		Supplemental Security Income (SSI)	
Long Term Disability		TANF	
Non Cash Benefits		Unemployment Insurance	
Other Income Source		VA Non-Service Connected Disability	
Outside Assistance		VA Service Connected Disability	
Pension/Retirement		Veteran's Benefits	
Private Disability Insurance		Worker's Compensation	

Food Stamps _____

I have no income to report based on the sources above, but have been meeting my basic living needs (food, shelter, utilities) with contributions from:

Family member ☐ **Friend** ☐ **Church** ☐ **Nonprofit** ☐ **Other** ☐

Food	Shelter	Utilities
Total:	**Total:**	**Total:**

Residence

Structure

Wood ☐	Brick ☐	Masonary ☐	Mobile Home ☐
Multi-Unit ☐	Vinyl Siding ☐	RV ☐	Boat ☐

Home # of Stories _____

Dwelling Type

Site Built (Single Family) ☐	Multi-Unit ☐	Mobile Home Owner ☐	Doublewide Owner ☐
Modular Home (No wheels) ☐	Duplex ☐	Triplewide Owner ☐	Mobile home Renter ☐
Doublewide Renter ☐	Triplewide Renter ☐		

Do you live in? ☐ City/Town ☐ Rural Area ☐ Suburb

Year of home construction ☐ If unknown, approximate age _____ Monthly Rent/Mortgage $_____

Smokers in household? if so how many _____

Was dwelling previously Weatherized? If so when _____

Other Contact

Name_____Phone_____Relationship _____

Other Household Members – complete for each member

Name_____ Social Security #_____ Date of Birth _____

Demographics

Gender: M ☐ F ☐

Disabling Condition: Yes ☐ No ☐ Unknown ☐

Marital Status: Divorced ☐ Legally Separated ☐ Married ☐ Partner ☐ Separated ☐ Single ☐ Widowed ☐

Primary Language:

Household Type:

Multigenerational Household	☐	Single Person	☐
Non-related Adults with children	☐	Two Adults No Children	☐
Other		Two Parent Household	☐
Single Parent Female	☐	Unknown / not reported	☐
Single Parent Male	☐		

Housing Type: ☐ Homeless ☐ Homeless by Choice ☐ Living with friends or family ☐ Other Permanent Housing ☐ Own

☐ Rent Subsidized (Hud, Section 8, etc.) ☐ Rent Unsubsidized ☐ Transitional/Shelter

Education Highest Grade Completed:

Military Status: ☐ Active ☐ Never Served in Military ☐ Veteran

Health Insurance	No	Yes					
☐ Direct Purchase	☐ Employment Based	☐ Medicaid	☐ Medicare	☐ Military Health Care	☐ State Children's Health Insurance	☐ State Health Insurance Adult	

Race:

Asian	☐	**Bi-racial or Multi-racial**	☐
Black or African American	☐	**Caucasian or White**	☐
Hispanic	☐	**Native American**	☐
Pacific Islander	☐	**Unknown**	☐

Ethnicity

Hispanic, Latin or Spanish Origin	☐	**Not Hispanic, Latin or Spanish Origin**	☐	**Unknown**	☐

Tribe

Blackfoot		**Catawba**	☐	**Cherokee**	
Choctaw	☐	**None**	☐	**Pawnee**	
Pima	☐	**Other**			

Income:

Please provide actual monthly dollar amount for all that apply.

Income Source	Income Total	Income Source	Income Total
Alimony or other Spousal Support		Public Assistance	
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Private Disability Insurance		Worker's Compensation	

Customer Disclosure Authorization

I do hereby authorize Wateree Community Actions, Inc. officials to request, access, receive, apply, disseminate, etc. any information regarding my current household condition to potential service providers (i.e. vendors, religious organizations, and government organizations or other applicable funding agencies) as necessary to assist me in meeting my basic human needs.

Client Utility Waiver:

I authorize my utility provider and/or my fuel supplier to disclose my customer data (including, but not limited to, energy cost, consumption and billing data) to Wateree Community Actions, Inc. for the purposes of verification, eligibility determination, analysis and reporting.

I agree to hold harmless and/or release such companies from and against any claims, losses, demands, damages or liability of any kind caused by or allegedly caused by such disclosure.

All information, regarding an applicant or recipient, is confidential and may be disclosed only for purposes of determining eligibility, providing services, or investigating suspected fraud in connection with the program. By signing this application, I authorize the Community Action Agency and South Carolina Office of Economic Opportunity access to my household's fuel/utility/energy records pertaining to the eligibility of the applicant and for the purpose of any reporting required under Federal, State and local statutes, regulations and ordinances.

I,_____, certify that all the above information is correct and may be used for household and income verification as well as zero income verification for statistical purposes. I authorize agency employees to contact any former employees and/or social services agencies to verify household income for the past thirty (30) days. I further certify that documentation to verify the same is included in the Applicant's official file/record.

_____ _____

Date Customer Signature

_____ _____

Date Signature of CAA Staff Member

CAA, its agent, partners and funding sources do not discriminate on the basis of race, color, sex, age, religion, national origin, disability, or marital status. If you, the applicant, feel you were treated unfairly or denied service(s), please notify the agency in your county of residence to appeal and request a fair hearing. Your application will be properly reviewed to determine eligibility based on the required documents provided.

Other Household Members – complete for each member

Name_____ Social Security #_____ Date of Birth _____

Demographics

Gender: M ☐ F ☐

Disabling Condition: Yes ☐ No ☐ Unknown ☐

Marital Status: Divorced ☐ Legally Separated ☐ Married ☐ Partner ☐ Separated ☐ Single ☐ Widowed ☐

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Black or African American	☐	**Caucasian or White**	☐
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Ethnicity

Hispanic, Latin or Spanish Orgin	☐	**Not Hispanic, Latin or Spanish Orgin**	☐	**Unknown**	☐

Tribe

Blackfoot	☐	**Catawba**	☐	**Cherokee**	☐
Choctaw	☐	**None**	☐	**Pawnee**	☐
Pima	☐	**Other**			

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Pension/Retirement		Veteran's Benefits	
Private Disability Insurance		Worker's Compensation	

Wateree Community Actions Inc.

Housing COVID-19

WCAI is offering assistance to individuals or families who are at risk of losing housing, live in unsafe or unaffordable housing, or are homeless due to the COVID-19 pandemic.

This program offers limited assistance with:

- rent payments
- mortgage payments
- temporary housing/shelter

To qualify:

- Your household must be 200% of the Federal Poverty Guidelines.
- Your housing situation has been affected by COVID-19.
- You must participate in Income Management.

Federal Poverty Guidelines

Family Size	200% Monthly Poverty Guidelines
1	$2,126.67
2	$2,873.33
3	$3,620.00
4	$4,366.67
5	$5,113.33
6	$5,860.00
7	$6,606.67
8	$7,353.33
For each additional person, add	$746.67

Wateree Community Actions, Inc.

Contactless Services

(Richland, Kershaw, Lee, Clarendon, and Sumter Counties)

COVID-19 Utility Assistance
For

Low-Income Individuals/Families that have experienced a lack of resources to prevent disconnection of utilities used to heat/cool the home such as:

- Unexpected reduction in income
- Extreme increase in utility bill
- Home energy burden
- Medical Emergency

Income Eligibility is required

(Stimulus income WILL NOT be used to determine eligibility)

See Income Guidelines below:

2020 Federal Income Guidelines

Family Size	**150% Monthly Poverty**	**150% Annual Poverty**
1	$1,595.00	$19,140.00
2	$2,155.00	$25,860.00
3	$2,715.00	$32,580.00
4	$3,275.00	$39,300.00
5	$3,835.00	$46,020.00
6	$4,395.00	$52,740.00
7	$4,955.00	$59,460.00
8	$5,515.00	$66,180.00
For each additional person, add:	**$560**	**$6,720.00**

Go to the website for additional information or to complete an application for service.

Website: www.wcai.org

How the 2020 Census will invite everyone to respond

What to Expect in the Mail

When it's time to respond, most households will receive an invitation in the mail.

Every household will have the option of responding online, by mail, or by phone.

Depending on how likely your area is to respond online, you'll receive either an invitation encouraging you to respond online or an invitation along with a paper questionnaire.

Letter Invitation

- Most areas of the country are likely to respond online, so most households will receive a letter asking you to go online to complete the census questionnaire.
- We plan on working with the U.S. Postal Service to stagger the delivery of these invitations over several days. This way we can spread out the number of users responding online, and we'll be able to serve you better if you need help over the phone.

Letter Invitation and Paper Questionnaire

- Areas that are less likely to respond online will receive a paper questionnaire along with their invitation. The invitation will also include information about how to respond online or by phone.

WHAT WE WILL SEND IN THE MAIL	
On or between	**You'll receive:**
March 12–20	An invitation to respond online to the 2020 Census. (Some households will also receive paper questionnaires.)
March 16–24	A reminder letter.
	If you haven't responded yet:
March 26–April 3	A reminder postcard.
April 8–16	A reminder letter and paper questionnaire.
April 20–27	A final reminder postcard before we follow up in person.

We understand you might miss our initial letter in the mail.

- Every household that hasn't already responded will receive reminders and will eventually receive a paper questionnaire.
- It doesn't matter which initial invitation you get or how you get it—we will follow up in person with all households that don't respond.

United States® Census 2020

How the 2020 Census will invite everyone to respond

Every household will have the option of responding online, by mail, or by phone.

Nearly every household will receive an invitation to participate in the 2020 Census from either a postal worker or a census worker.

95% of households will receive their census invitation in the mail.

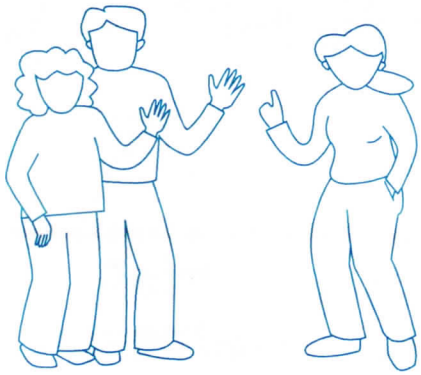
Almost 5% of households will receive their census invitation when a census taker drops it off. In these areas, the majority of households may not receive mail at their home's physical location (like households that use PO boxes or areas recently affected by natural disasters).

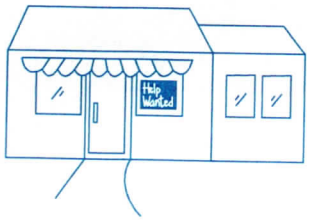
Less than 1% of households will be counted in person by a census taker, instead of being invited to respond on their own. We do this in very remote areas like parts of northern Maine, remote Alaska, and in select American Indian areas that ask to be counted in person.

Note: We have special procedures to count people who don't live in households, such as students living in university housing or people experiencing homelessness.

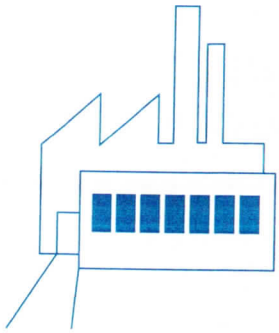
United States® Census 2020

Census data are being used all around you.

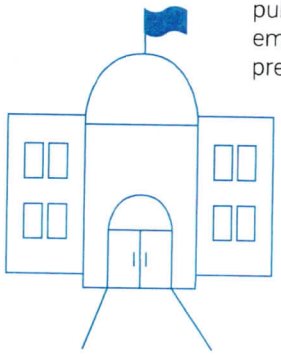




Businesses use census data to decide where to build factories, offices and stores, which create jobs.



Local governments use the census for public safety and emergency preparedness.



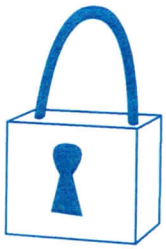
Residents use the census to support community initiatives involving legislation, quality-of-life and consumer advocacy.

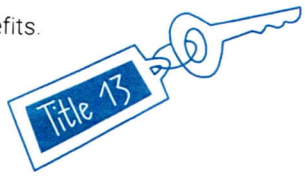
Real estate developers use the census to build new homes and revitalize old neighborhoods.

Your data are confidential.

Federal law protects your census responses. Your answers can only be used to produce statistics.

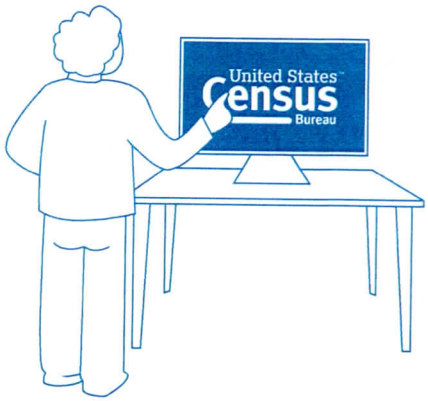
By law we cannot share your information with immigration enforcement agencies, law enforcement agencies, or allow it to be used to determine your eligibility for government benefits.





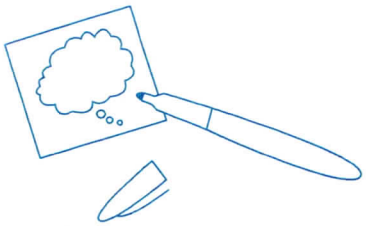
2020 will be easier than ever.

In 2020, you will be able to respond to the census online.



You can help.

You are the expert—we need your ideas on the best way to make sure everyone in your community gets counted.



United States Census Bureau

U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
census.gov

FIND OUT HOW TO HELP AT CENSUS.GOV/PARTNERS

CENSUS 101: WHAT YOU NEED TO KNOW

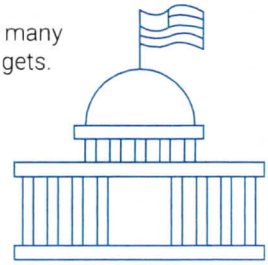
The 2020 Census is closer than you think!
Here's a quick refresher of what it is and why it's essential that everyone is counted.

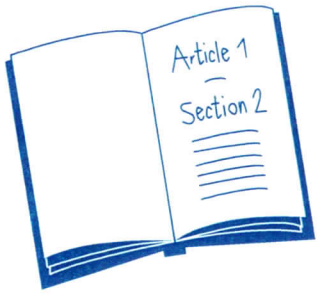
Everyone counts.

The census counts every person living in the U.S. once, only once, and in the right place.

It's about fair representation.

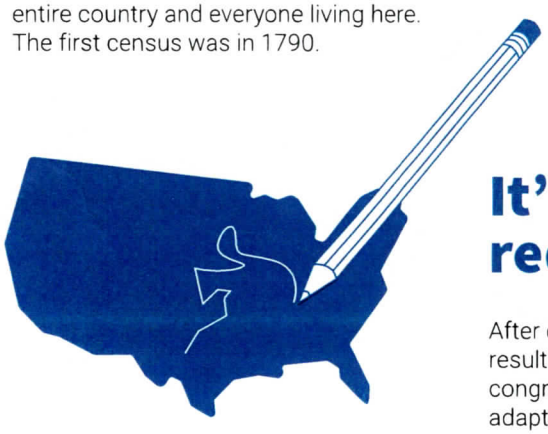
Every 10 years, the results of the census are used to reapportion the House of Representatives, determining how many seats each state gets.





It's in the Constitution.

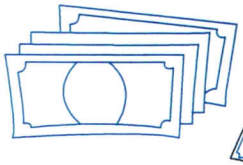
The U.S. Constitution requires a census every 10 years. The census covers the entire country and everyone living here. The first census was in 1790.

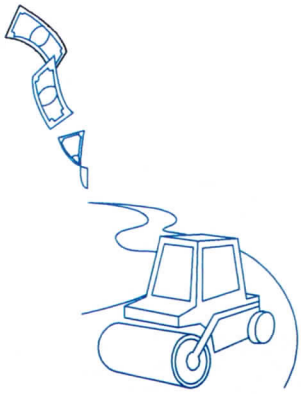


It's about redistricting.

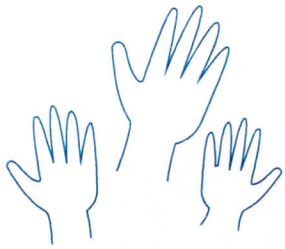
After each census, state officials use the results to redraw the boundaries of their congressional and state legislative districts, adapting to population shifts.

It means $675 billion.





Census data determine how more than $675 billion are spent, supporting your state, county and community's vital programs.

Taking part is your civic duty.

Completing the census is required: it's a way to participate in our democracy and say "I COUNT!"