



City of Seattle, Office of Housing **HomeWise Weatherization Program**

Thank you for your interest in our HomeWise Weatherization Program. Apply for possible FREE home improvements to make your home more energy efficient, comfortable, and less expensive to heat. Please review the instructions below. To qualify, your income must **not exceed** the Income Guidelines (see Page 3).

For general application questions call 206-684-0244. If you need additional assistance, call Sokha Danh to make an appointment 206-615-1324 or e-mail your request to Sokha.danh@seattle.gov

Weatherization Application Instructions

Please apply by completing the attached forms:

1. HomeWise Weatherization Application
2. Declaration of No Income Form (complete this form if you do not have income for the previous 3 months). Each household member age **19** years or older with no income must complete a form.
3. Seattle City Light Utility Release Form
4. Puget Sound Energy Utility Release Form (complete form only if you have a gas furnace)

The following forms are also required. Please send a copy of the documents listed below:

5. Please submit a copy of your US Birth Certificate(s), or Social Security card(s), or qualified alien documents for all household members, if possible. (Contact us for a list of acceptable qualified alien documents). Some but not all of our funding requires these documents. Even if you can't provide these documents, please apply. We may still be able to serve you.
6. Income documents: **Review the list below, send only those from the list below that apply to you.** Send copies of income documents from previous 3 months including yourself and all persons in your household from the following list:
 - Paycheck stubs (these documents must show your name and address)
 - TANF (Public Assistance payments)
 - Child Support Income: send copy of checks and copy of full Divorce Decree
 - Pension/retirement income - Form or letter must be dated with current year payment information
 - Social Security payment information: send copy of Benefits form or letter from Social Security showing monthly payments. Do not send 1099 Form. Your copy must show name and address of recipient, call 1-800-772-1213 or go to their webpage: <https://www.ssa.gov/myaccount/>
 - Unemployment payments - Send Claim History from Employment Security Dept. call our office to request form. Fill out form, have them return it to you, then send it with your HomeWise Weatherization application.
 - Self-employment income - Call our office to request Self Employment Income Worksheet. Attach applicable forms, proof of income, and receipts per instructions. Includes previous year's tax filings.
 - Bank Statements, send copies ONLY if you have drawn from investment accounts within the last 3 months (example: IRA, and/or CDs). They are counted as income, send all pages, do not cross out information.)
7. Verification of Residency. **Select one from the list below, make a copy and send with your application.**
 - Current Seattle City Light bill, Puget Sound Energy bill, or fuel bill in the applicant's name
 - Mortgage payment receipt
 - Current Lease/rental agreement or statement from landlord
 - Mobile Home Residents: If you live in a mobile home, you must also send a copy of your State of Washington Vehicle Certificate of Ownership (Title)

Mail your completed application and copies of required documents listed on Page 1.

City of Seattle, Office of Housing
HomeWise Weatherization Program
PO Box 94725
Seattle, WA 98124-4725
Attn: Weatherization Applications

No faxed or electronic copies will be processed. All applications provided to our office is kept confidential. Processing of applications may take approximately 1–2 weeks.

A letter will be sent to you as soon as your application is approved. For more information about Weatherization services, visit our City of Seattle webpage: <http://www.seattle.gov/housing/homeowners/weatherization>

**City of Seattle Office of Housing
HOMEWISE WEATHERIZATION PROGRAM**

Servicing ALL Seattle City Light (SCL) customers living in Seattle with **ELECTRIC HEAT** (main heat) including those properties located outside Seattle & SCL customers only

Servicing **ONLY** properties within City of Seattle boundaries with **GAS or OIL** heated homes (main heat)

2019 INCOME GUIDELINES
Total gross income must not exceed income limits below:

House hold size	Homeowner		Renter	
	Annual Income	Monthly Income	Annual Income	Monthly Income
1	61,800	5,150	46,500	3,875
2	70,600	5,883	53,160	4,430
3	79,450	6,620	59,820	4,985
4	88,250	7,354	66,420	5,535
5	95,350	7,945	71,760	5,980
6	102,400	8,533	72,679	6,425
7	109,450	9,120	74,331	6,865
8	116,500	9,708	75,983	7,310

* Electrically heated households who have 5 members or more and are outside the City of Seattle have lower income limits than what is listed here. Please call for more information.