2018 Good Neighbour Energy Fund, January 15 - April 30

Assistance is available for Nova Scotian families who are in an emergency heating situation (those households where there is no source of heat and no resources available to obtain heat) if the household meets eligibility guidelines.

Applications are available online at www.salvationarmy.ca/maritime/gnef or pick one up from your local Salvation Army church, office or Thrift Store as well as MLA offices. One application per household.

### STEP 1- SUBMITTING AN APPLICATION

To be considered for assistance from the Good Neighbour Energy Fund, the following four criteria must be met:

1. Household is low income and located in Nova Scotia;
2. Household is in an emergency heating situation;
3. Household members have not received GNEF assistance in the past 24 months;
4. Head of household completes & submits an application providing all requested information and supporting documents.

→ SUBMITTING AN APPLICATION DOES NOT GUARANTEE ASSISTANCE. This is not a rebate program. Assistance may not be available to every applicant.

→ APPLICANT IS RESPONSIBLE TO ENSURE APPLICATION IS COMPLETE & SUBMITTED WITH SUPPORTING DOCUMENTS. Incomplete applications will be returned via Canada Post.

→ PLEASE ALLOW 5 BUSINESS DAYS (Monday to Friday) FOR APPLICATION REVIEW & PROCESSING. We do our best to process applications as soon as possible & multiple phone calls slow down the approval process.

→ APPROVED APPLICANTS WILL BE CONTACTED BY PHONE. Please be sure to provide a working phone number on the application. Non approved applications will be returned with a letter of explanation.

→ FOLLOWING APPLICATION APPROVAL, ONE OF OUR PARTICIPATING SUPPLIERS WILL BE NOTIFIED. Suppliers are authorized to make one delivery of fuel as soon as possible; they are not authorized to wait until your fuel tank is empty. Please do not apply if you are not in an emergency situation. If you receive regular delivery from a specific supplier, you are responsible to notify your supplier that you may receive fuel from another supplier.

→ APPROVED APPLICANTS WITH ELECTRIC HEAT will receive assistance by way of a payment made directly to the utility provider.

### STEP 2- APPLICANT INFORMATION

(Household member with fuel account in their name.)

<table>
<thead>
<tr>
<th>Full Name of Applicant:</th>
<th>Home Phone:</th>
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<tbody>
<tr>
<td>Civic/Delivery Address:</td>
<td>Cell Phone:</td>
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<tr>
<td>City or Town:</td>
<td>Postal Code:</td>
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<tr>
<td>Mailing Address (If Different):</td>
<td>Email:</td>
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### STEP 3- HOUSEHOLD MEMBERS

(Identify all household members by name, DOB & Valid ID, starting with applicant. Include spouse/partner, children, roommates, etc.)

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<tr>
<th>RELATION TO APPLICANT (Spouse, Son, Daughter, Roommate)</th>
<th>FIRST NAME, MIDDLE INITIAL, LAST NAME</th>
<th>DOB Month / Day / Year</th>
<th>Valid ID (NS Driver Lic, NS Provincial ID, Passport, etc...)</th>
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<tr>
<td>START WITH APPLICANT →</td>
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BOTH SIDES OF APPLICATION MUST BE COMPLETE
**STEP 4- CURRENT HOUSEHOLD INCOME** (Report & submit income documents for all household members.)

All income (taxable & non taxable) must be noted below. Income documents need to be submitted with the application. Income documents, such as a bank statement or cheque stub, will show the prior 1 to 2 month’s income. You may submit up to 3 months if you recently had a change in income. Income Assistance documents are required to show gross amount, before rent or other deductions. These documents will confirm the income reported on this application.

*NOTE: All adults (18 years & older) enrolled in educational programs are required to provide proof of enrollment.*

<table>
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<tr>
<th>NAME OF PERSON RECEIVING INCOME (Starting with Applicant)</th>
<th>TYPE OF INCOME (Child Support, Child Tax Benefit, Wages, EI, Social Assistance, Worker’s Comp, Disability, Canada Pension, Old Age Security, Guaranteed Income Supplement, Private Pension, Etc.)</th>
<th>MONTHLY NET INCOME (After Taxes)</th>
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<tr>
<td>Start with Applicant’s Name:</td>
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**STEP 5- HOME HEATING DETAILS**

A copy of your home heating bill from the prior one or two months is required. The heating account must be in the name of an adult family member living in the household. Please circle answers where appropriate.

- Has anyone in your household ever received assistance from GNEF? **YES** or **NO**
- Are you a homeowner or renter? **OWN/MORTGAGE** or **RENTER**
- Are you responsible to pay for heat? **YES** or **NO**
- Renters must provide Landlord Name & Phone Number: ________
- What is your **PRIMARY** source of heat? (Electric, Furnace Oil, Propane, Natural Gas, Wood, Other): ________
- Provide your fuel supplier’s name, phone number and your account number: ________
- For applicants with oil heat, is your oil tank located inside or outside your home? **INSIDE** or **OUTSIDE**
- Have you remembered to attach a copy of a recent home heating bill that shows your name and address? **YES** or **NO**

**STEP 6- CONSENT TO VERIFY INFORMATION REPORTED ON APPLICATION**

Applicant must sign below to be considered for assistance. By signing below, the applicant acknowledges the information provided on this application is an accurate and complete disclosure of the requested information. Applicant authorizes GNEF Administrators to contact utility/fuel supplier and/or landlord and/or social worker to verify the information provided on this application. Your witness must be someone outside of the household and should be someone who knows you and can verify your circumstances.

↓ (Please Print Names) ↓

Applicant Name: ___________________  Applicant Signature: ________________

Witness Name: ___________________  Witness Signature: ________________

Witness Phone Number: ________________  Date: ________________

Submit application by fax (remember to fax both sides), email or post:

Attention: GNEF Program
Fax #902-425-4363, Email: GNEF@sahalifax.ca
Mail: GNEF Program, 2038/2044 Gottingen Street, Halifax, NS, B3K 3A9
Questions? Phone #902-422-3435

The Good Neighbour Energy Fund is administered by The Salvation Army.

Giving Hope Today

Funding is provided by Nova Scotia Power Inc., NSP employees & customers and the Nova Scotia Provincial Government.