



## New Jersey Home Energy Programs

# Home Energy Assistance Universal Service Fund Weatherization Assistance



### HOW TO APPLY FOR ENERGY ASSISTANCE:

1. Find out if you are eligible for the program. Review the Energy Assistance Program Fact Sheet and Income Guidelines.
2. If you are eligible, fill out an application.
3. Submit a completed application to your Local Community Action Agency.  
*Choose from the list of Local Application Agency's contact information at the end of this application.*

**LOW INCOME HOME ENERGY ASSISTANCE PROGRAM**  
**UNIVERSAL SERVICE FUND**  
**FFY 2021 FACT SHEET**

The Low-Income Home Energy Assistance Program (LIHEAP) is designed to help low-income families and individuals meet home heating and medically necessary cooling costs. This year, the application period is October 1, 2020 to June 30, 2021. To apply for LIHEAP, you can apply online at [www.energyassistance.nj.gov](http://www.energyassistance.nj.gov) or contact an authorized local community action agency or community-based organization in your area for assistance. For persons age 60 or over, or who are disabled, applications may be received and returned by mail. Other households may apply by mail at the discretion of the local agency.

To be eligible for LIHEAP benefits, the applicant household must be responsible for home heating or cooling costs, either directly or included in the rent; and have gross income at or below 200% of the federal poverty level. The chart below gives specific monthly gross income maximums for FFY 2021. Persons who live in public housing and/or receive rental assistance are not eligible for assistance, unless they pay for their own heating costs directly to the fuel supplier. The amount of the LIHEAP heating benefit is determined by income, household size, fuel type, and heating region.

The medically necessary cooling assistance benefit amount will be \$200, which will be issued as a direct credit to an active electric account in our system, otherwise they will be issued as one-party check to the eligible applicant.

An eligible household that heats with natural gas or electricity may have its benefits directly forwarded to its utility company. Otherwise, in most cases eligible households directly responsible to a fuel supplier for payment of home heating costs receive a two-party check in the name of the applicant and “the fuel supplier”. Households whose heating costs are included in their rent receive a single party check made out to the eligible applicant.

**Please Note:** The FFY 2021 LIHEAP application is also an application for the Universal Service Fund Program (USF).

The USF is a program created by the State of New Jersey to help make natural gas and electric bills more affordable for low-income households. If you are eligible, USF can lower the amount you pay for gas and electricity. To be eligible, a household gross income must be at or below 185% of the Federal Poverty Level, (please refer to income guidelines listed below), and pay more than 3% of its annual income for electric, or more than 3% for natural gas. If a household has electric heat, it must spend more than 6% of its annual income on electricity to be eligible. For more information about USF, call: 1-800-510-3102.

For further information on LIHEAP or to locate the nearest application agency, call 1-800-510-3102. Additional information about LIHEAP and USF, including an application, is also available at [www.energyassistance.nj.gov](http://www.energyassistance.nj.gov).

# Home Energy Assistance (HEA) /Universal Service Fund (USF) and Weatherization Program Application

*IF YOU NEED ASSISTANCE COMPLETING THIS APPLICATION, CALL 1-800-510-3102  
or visit [www.energyassistance.nj.gov](http://www.energyassistance.nj.gov) for your local participating agency.*

## Program Definitions

### Low Income Home Energy Assistance Program

The Low Income Home Energy Assistance Program (LIHEAP) is designed to help low-income families and individuals meet home heating and medically necessary cooling costs. To be eligible, a household must have a gross income at or below 200% of the Federal Poverty Level and be responsible for the cost of heating. Please refer to the program web page above to verify income guidelines.

### Weatherization

New Jersey's Weatherization Assistance Programs will help reduce energy bills and keep your home warm by providing you with: 1) A home energy audit to see how much money you can save on energy bills by weatherizing; and 2) Installation of energy efficient measures which may include air sealing, insulation, heating system repair and/or replacement of refrigerators and heating systems if necessary. To be eligible, a household must have a gross income at or below 200% of the Federal Poverty Level.

### LIHEAP and USF Recertification

If you received USF or HEA benefits during the previous season and did not move, you will receive a Recertification form in the mail instead of a full application. Contact your local participating agency for the recertification form if you do not receive one. If you now have a new address you must submit a complete application with all the required documentation.



## **Instructions for Home Energy Assistance (HEA)/Universal Service Fund (USF) and Weatherization Application**

*Please notice that there is a number next to every question or field in this application. These numbers will serve as a guide for filling out this application.*

01. Last Name – Print the last name of the Applicant.
02. First name – Print the first name of the Applicant.
03. Middle Initial (MI) – Print the middle initial of the Applicant.
04. Street Address – Print the full street number and name of your primary residence.
05. City – Print the name of the municipality where the primary residence of your household (family) is located.
06. State – Print the name of the state where the primary residence of the household (family) is located.
07. Zip Code – Enter zip code of household's (family) primary residence.
08. Telephone number – Enter household's (family) primary telephone number (include area code).
09. Housing Type – Indicate in what type of housing unit you reside.
10. Mailing Address – Enter your full mailing address if different from primary residence.
11. List of all household members – In this section, please write/print the names and gender of all household members residing in the unit, starting with the head of household; dates of birth for every member of the household; relationship to the head of the household; social security numbers for all the members of the household and declaration of US citizenship. Please also indicate household members who are disabled.
12. What are you applying for? – Check for which of the following programs you are applying for: Heating/USF, Cooling or Weatherization.
13. In this section answer every question to the best of your knowledge.
14. Primary Heating Fuel Type – Please indicate your primary heating fuel (example: if you pay for natural gas to heat your house, but have to use an electric heater to heat any specific room of your unit, your primary heating fuel type will be natural gas).
15. Heating Fuel Supplier Name – Print the name of the company that supplies your heating fuel (Example: PSEG Co., Scott Oil Co. etc.).
16. Natural Gas Account Number – Enter your gas utility account number. You can find this number on your gas and electric bill.
17. Natural Gas Company Name – Please indicate the name of the company that supplies your natural gas.
18. Electric Account Number – Enter your electric account number if different from your gas account. You can find this number on your electric bill.
19. Electric Company Name – Indicate the name of the company that supplies your electricity.
20. Authorized Representative – Print the Name and Address of the person who is submitting this application on your behalf. This person's name will appear on all Home Energy Assistance benefit checks that you will receive. If you are completing your own application leave this space blank.
21. Main Language spoken in your household – Enter main language used in your household (English, Spanish, French, etc.).
22. Household Income – Indicate the income and pay cycle of all members of your household (age 18 and over) using the list of possible income sources found on the right side of income block.
23. Weatherization – Check 'yes' or 'no' to indicate if your unit has been weatherized. If 'yes' enter the month and the year (if known).
24. Applicant Certification – Please read, sign and date Applicant Certification (You must sign this certification otherwise your application will not be processed).
25. Race – Please indicate your race (optional).

## Required Application Documents

The following are documents you **must include** with your application for the Low Income Home Energy Assistance Program and Universal Service Fund. Please read the list carefully. If you do not include all required documents, you will delay the processing of your application. Please send copies not original documents.

<b>1. Proof of Identification:</b> Social Security cards for all members in the household and: Birth certificates for infants under the age of 12 months. Custody papers for minors not living with parents. Documentation for all foster children in the household. (A letter from DYFS or other social service agency)	
<b>2. Proof of Income:</b> All earned income information for everyone 18 years and older who resides in the household: (Please include all documentation which apply to members of your household) All documentation below if applicable. Unearned income is counted for every member of the household.	
<div style="background-color: #f2f2f2; padding: 2px; margin-bottom: 5px;"><b>Earned and Unearned Income</b></div> <ul style="list-style-type: none"> <li>a. If paid weekly submit paystubs for last 4 consecutive weeks within 8 weeks of the application submission date. If paid twice a month or every two weeks include 2 consecutive paystubs.</li> <li>b. If <b>self-employed</b>: Copy of latest federal income tax statement with supporting documentation.</li> <li>c. <b>Pension</b>, veteran and disability, Soc. Sec. or SSI benefits (including children benefits): Copy of checks or benefit award letter.</li> <li>d. <b>Unemployment benefits</b>: Copy of award statement or 2 benefit pay stubs.</li> <li>e. <b>Child support/Alimony</b>: Statement of total monthly support.</li> <li>f. <b>Rental Income</b>: Lease for all tenants and/or rent receipts, or notarized vacancy agreement letter.</li> <li>g. <b>TANF or General Assistance</b> (welfare): Award Letter or printout.</li> <li>h. <b>Interest or Dividends</b>: Bank statement, Investment company statement.</li> </ul>	<div style="background-color: #f2f2f2; padding: 2px; margin-bottom: 5px;"><b>Unemployed household members age 18 and over must have the following:</b></div> <ul style="list-style-type: none"> <li>a. <b>Zero Income Statement (Applicant) (Not Notarized)</b></li> <li>b. <b>Zero Income Statement for other member of household (Not Notarized)</b></li> <li>c. <b>If a full time student (other than applicant), a letter which must be on school letterhead.</b></li> </ul>
<div style="background-color: #f2f2f2; padding: 2px; margin-bottom: 5px;"><b>3. If you own your home: (All documentation below, if applicable)</b></div> <ul style="list-style-type: none"> <li>a. Proof of ownership: Copy of mortgage, tax bill, or deed.</li> <li>b. If a Multi-unit building: document rental income from all tenants (lease, or rent receipts from all tenants, or notarized vacancy letter for vacant units only).</li> <li>c. Probate sale contract.</li> <li>d. Lease agreement indicating heating arrangements.</li> </ul>	<div style="background-color: #f2f2f2; padding: 2px; margin-bottom: 5px;"><b>4. If you rent:</b> Copy of current lease agreement.</div>
<b>5. Current energy bills:</b> (Please include all that apply) <ul style="list-style-type: none"> <li>a. Gas and electric bill.</li> <li>b. If your primary source of heat is other fuels such as oil or propane, provide a copy of your bill.</li> </ul>	<b>6. Proof of U.S. Citizenship or Legal Residency Status:</b> (Please provide one of the following) <ul style="list-style-type: none"> <li>a. Social Security card.</li> <li>b. Copy of Medicaid/Medicare card.</li> <li>c. Documentation from U.S. Department of Citizenship and Immigration Services.</li> <li>d. USCIS Temporary Work Permit.</li> </ul>
<b>7. Public Housing/Rental Assistance:</b> Your Housing Authority proof of residence letter or lease agreement.	
<b>8. Cooling applicants only:</b> Submit doctor's note stating the need for cooling, plus all other documentation above, if applicable. (Original doctor's letterhead only; NO copies will be accepted)	

*\* Please Note: In certain cases, additional documentation may be required. If you cannot provide a required document, please call your LIHEAP/USF application agency. In some cases, you may be able to substitute it with a different document.*

Home Energy Assistance (HEA)/Universal Service Fund (USF) and Weatherization Application

Applicant Address

Last Name 01First Name 02MI 03  
Street Address 04Apt. #  
NJState 06City 05  
Zip Code 07  
( ) - Telephone  
Number 08

09 Housing Type

☐ Single Family  
☐ Semi Detach  
☐ Row/Townhouse  
☐ Multi Dwelling  
☐ Mobile Home  
☐ Board/Room  
☐ Group Home

10 Mailing Address

Street AddressApt. #  
City  
StateZip Code  
Alt. phone number:  
Email Address:

11 List all household members including applicant (Please Print)

	Names	M/F	Date of Birth	Relationship	Social Security Number	US Citizen?	Disabled?
1				Applicant			
2							
3							
4							
5							
6							
7							
8							
9							
10							

12 Are you applying for:  
☐ HEA    ☐ USF    ☐ \*COOLING    ☐ WEATHERIZATION  
*\*When applying for cooling benefits, you must attach a doctor's note to prove medical need.*

13 Please answer the following questions:  
1. Do you own a home?                      ☐ Yes                      ☐ No  
2. Do you pay for your own heat?                      ☐ Yes                      ☐ No  
*\*If no, check the alternative that best describes your heating arrangement:*  
☐ A. My heat is paid by others.  
☐ B. My heat is provided by a Public Housing Authority, or I receive a rent subsidy and my heat is included in my rent.  
☐ C. I pay only for a secondary source of heat (circle one - wood stove, a kerosene stove, electric heater, etc.)  
☐ D. My heat is included in my rent, which is not subsidized.  
☐ E. I pay a separate charge to my landlord for heat.  
3. Do you live in subsidized housing?                      ☐ Yes                      ☐ No  
4. Do you receive rental assistance?                      ☐ Yes                      ☐ No  
5. Do you live in a Residential Health Care Facility?                      ☐ Yes                      ☐ No  
6. Is anyone in your household receiving TANF?                      ☐ Yes                      ☐ No  
7. Does anyone in your home have life-sustaining equipment?                      ☐ Yes                      ☐ No  
    If yes, what type? \_\_\_\_\_  
8. My annual cost of heating fuel is \$\_\_\_\_\_

FOR OFFICE  
USE ONLY

Verification  
Included?  
☐ Yes   ☐ No  
☐ Yes   ☐ No

14 Primary Heating Fuel Type  
☐ Oil                      ☐ Electricity  
☐ Propane   ☐ Kerosene  
☐ Wood                      ☐ Coal  
☐ Natural Gas

15 Heating Fuel Supplier Name

16 Natural Gas Account #

17 Natural Gas Supplier Name

18 Electric Account #

19 Electric Supplier Name



# Home Energy Assistance (HEA)/Universal Service Fund (USF) and Weatherization Application

## 20 Authorized Representative

Last Name _____	First Name _____	MI _____	Street Address _____	Apt. # _____
Telephone Number (_____) _____ - _____			City _____	State _____ Zip Code _____

21 Main language spoken in your household: \_\_\_\_\_

## 22 Income - List the income for all household members 18 and over (Please Print)

**UNEARNED income (SSI, SSD) for household members 18 years and under is counted as household income.**

Household Income	Names	*Pay Cycle	Amount	Income Source
	1			
	2			
	3			
	4			
	5			
	6			
	7			
	8			
	9			
	10			

### Income Source(s)

Wages  
Unemployment  
Workers Comp  
Social Sec. Benefits  
SSI Benefits  
Pension  
Veteran's Benefits  
TANF  
Alimony  
Child Support  
Interest/Investment  
Family Contributions  
Gifts  
Rental Income

### \*Pay cycle

Weekly  
Bi-Weekly  
Monthly  
Bi-Monthly  
Annual

## 23 Weatherization

To your knowledge has your current residence been weatherized? ☐ Yes ☐ No

If yes, please complete: Year \_\_\_\_\_ ☐ COMFORT PARTNERS or LOCAL WEATHERIZATION PROGRAM

FOR WEATHERIZATION OFFICE USE ONLY

Total Monthly Household Income: \$ \_\_\_\_\_

Total Annual Household Income: \$ \_\_\_\_\_

AGENCY NAME: \_\_\_\_\_

COMMENTS:

INTERVIEWER: \_\_\_\_\_

CERTIFICATION: ☐ APPROVED - WAP ☐ INCOME ELIGIBLE  
☐ APPROVED - MULTI-DWELLING UNIT ☐ NON INCOME ELIGIBLE  
☐ NOT APPROVED

DATE HOME AUDIT WAS CONDUCTED: \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ LANDLORD CONTRIBUTION \$ \_\_\_\_\_

DATE APPLICATION WAS RECEIVED: \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ DOE \$ \_\_\_\_\_

ADJUSTED APPLICATION DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ UTILITY FUNDS \$ \_\_\_\_\_

ACTUAL COST: \$ \_\_\_\_\_

☐ DHS \$ \_\_\_\_\_

PRO-RATED COST: \$ \_\_\_\_\_

☐ OTHER \_\_\_\_\_ \$ \_\_\_\_\_

By: \_\_\_\_\_  
Weatherization Manager Date

# Home Energy Assistance (HEA)/Universal Service Fund (USF) and Weatherization Application

## 24. Applicant Certification

I certify that information given in this application is true, complete and correct to the best of my knowledge. I understand that I must furnish verification or proof of income. I also give my consent to verify my income from any other sources. I understand that my Social Security Number will be used to request and exchange information with other agencies and authorizing companies as part of the eligibility verification process. The Department of Community Affairs (DCA) may use my Social Security Number to get wage data, amount of earned income, interest income, Social Security benefits, pensions, or veteran's benefits. As part of the eligibility verification process DCA has my permission to contact other agencies on my behalf to establish eligibility. I understand that I may request an administrative review and/or fair hearing if I am not satisfied with any action taken as a result of this application. I am aware that I may be penalized by fine and/or imprisonment for making false statements on this application and may be required to repay benefits received as a result of false statements.

I grant permission to the (administering agency) or its designee and to a representative of the state Weatherization Program to inspect heating fuel and utility billing records for (applicant address) \_\_\_\_\_ for not more than five years before and subsequent to the performance of the weatherization work for the sole purpose of obtaining data required for evaluation of energy conserving effectiveness of the work done. The information on this application will also be used to determine eligibility for the Universal Service Fund (USF) and other government related programs for which I may be eligible. I direct the appropriate utility and fuel companies to make such records available to (the administering agency) or its designee.

By signing below I acknowledge that additional information or documentation may be necessary to determine or confirm my household's eligibility for assistance. I agree to cooperate in any reasonable requests to provide information, and understand that my failure to cooperate may result in termination, suspension, or repayment of assistance.

### SIGN FULL NAME BELOW

SIGNATURE: \_\_\_\_\_  
*Signature of Applicant (must be same as person listed in #1)*

DATE: \_\_\_\_\_

If someone helped the applicant complete this application, such person must sign below.

SIGNATURE: \_\_\_\_\_  
*Signature of Helper / Authorized Representative*

DATE: \_\_\_\_\_  
*Month-Day-Year*

## 25. Race\*

- ☐ White/Caucasian
- ☐ Black or African American
- ☐ American Indian or Alaskan Native
- ☐ Asian
- ☐ American Indian or Alaskan Native and Asian
- ☐ American Indian or Alaskan Native and Black or African American
- ☐ American Indian or Alaskan Native and Hawaiian or Other Pacific Islander
- ☐ American Indian or Alaskan Native and White
- ☐ Asian and Black or African American
- ☐ Asian and Native Hawaiian or Other Pacific Islander

☐ Asian and White☐ Black or African American and Native Hawaiian or Other Pacific Islander☐ Black or African American and White☐ Hispanic-Latino☐ Native Hawaiian or other Pacific Islander☐ White and Native Hawaiian or Other Pacific Islander

*\* This is voluntary information. It is compiled and recorded for statistical purposes only. The HEAP/USF and Weatherization programs cannot discriminate for reason of race or ethnic background, religion, gender, sexual orientation or political affiliation.*



## **Information on Other Energy Assistance Programs**

You can learn more about other energy assistance programs by calling the toll-free numbers below:

### **NJ Lifeline**

**1-800-792-9745**

Helps with gas and electric bills for disabled or senior homeowners and renters with limited incomes.

### **NJ**

### **SHARES**

**1-866-NJSHARES**

**(1-866-657-4273)**

Helps with gas and electric bills for people facing a temporary financial crisis.

### **New Jersey Comfort Partners**

**1-800-915-8309**

Helps qualified low-income households lower natural gas and electric bills through energy education, the installation of energy efficiency measures, and repairing or replacing heating and cooling equipment

### **PAGE PROGRAMS**

**1-732-982-8710**

Provides gas and electric grants to low to moderate income households with overdue utility balances.

## New Jersey Low Income Home Energy Assistance Program (LIHEAP) and Universal Service Fund (USF) Application Agencies by County

### Atlantic County

Ocean Inc.  
Atlantic County Division  
76 W. Jimmie Leeds Road  
Suite 103  
Galloway, NJ 08205

### Contact Information

Maria Pagan  
HEA Manager  
[Email-mpagan@oceaninc.org](mailto:Email-mpagan@oceaninc.org)  
Phone 609-677-6801  
Fax 609-677-6805

### Hours of Operation

Mon.-Fri.  
8:30AM-4:30PM

2 West Glendale Ave.  
Pleasantville, NJ 08232

Liana Mason  
HEA Manager  
[Email-lmason@oceaninc.org](mailto:Email-lmason@oceaninc.org)  
Phone 609-677-8202  
Fax 609-677-8206

Mon.-Fri.  
8:30AM-4:30PM

1125 Atlantic Ave.  
Room 624  
Atlantic City, NJ 08401

Shantele Pollock  
HEA Manager  
[Email-Spollock@oceaninc.org](mailto:Email-Spollock@oceaninc.org)  
Phone 609-345-1359

Mon.-Fri.  
8:30AM-4:30PM

### Bergen County

Greater Bergen  
Community Action Inc.  
392 Main Street  
Hackensack, NJ 07601

Alison Dubois  
HEA Director  
[Email-Adubois@greaterbergen.org](mailto:Email-Adubois@greaterbergen.org)  
Phone 201-968-0200  
201-488-5100  
Fax 201-342-7452

Mon., Wed. and Thurs  
9AM-11AM & 1PM-3PM  
Thursday  
5PM-7:30PM

PSE&G (CSC)  
214 Hudson Street  
Hackensack, NJ 07601

Mon., Wed. and Thurs  
10AM-12PM & 1PM-3:30PM

### Burlington County

Burlington County CAP  
1 Van Sciver Parkway  
Willingboro, NJ 08046

Rovenna Overton  
HEA Manager  
[Email-Roverton@bccap.org](mailto:Email-Roverton@bccap.org)  
Phone 609-239-4013  
609-386-5800  
Fax 609-835-9607

Mon.-Fri.  
9AM-5PM

## **Camden County**

Camden County Council  
on Economic Opportunity  
5287 Route 70  
Pennsauken, NJ 08109

Beverly Coleman  
HEA Manager  
[Email-Bcoleman@cccceo.com](mailto:Email-Bcoleman@cccceo.com)  
Phone 856-910-1180  
856-910-1185  
Fax 856-910-1186

Mon.-Fri.  
9AM-5PM

Camden County Council  
On Economic Opportunity  
538 Broadway  
Camden, NJ 08103

Pick up and Drop Off Only  
Phone 856-964-6887

Mon.-Fri.  
9AM-5PM

Hispanic Family Center  
Of Southern NJ  
2700 Westfield Ave.  
Camden, NJ 08105

Florencia Delvalle  
HEA Manager  
[Email-Fdelvalle@hispanicfamilycenter.com](mailto:Email-Fdelvalle@hispanicfamilycenter.com)  
Phone 856-541-2717  
Fax 856-365-1862

Mon.-Fri.  
8:30AM-4:30PM

## **Cape May County**

Puerto Rican Action  
Committee of Southern  
New Jersey  
604 Franklin Street  
Woodbine, NJ 08270

Carmen Arocho-Gonzalez  
HEA Manager  
[Email-Cgonzalez@pracnj.com](mailto:Email-Cgonzalez@pracnj.com)  
Phone 609-861-5800  
Fax 609-861-1239

Mon.-Fri.  
8:30AM-4:30PM

## **Cumberland County**

Gateway CAP  
110 Cohansey Street  
Bridgeton, NJ 08302

Ebony Everett  
HEA Manager  
[Email-Eeverett@gatewaycap.org](mailto:Email-Eeverett@gatewaycap.org)  
Phone 856-451-6330  
Fax 856-455-7288

Mon.-Fri.  
8:30AM-4:30PM

One Stop Career Center  
275 N. Delsea Dr. 2<sup>nd</sup> Fl.  
Vineland, NJ 08360

Vineland Residents Only

Mon., Tues., Thurs., and Fri.  
9AM-3:30PM



## Essex County

La Casa De Don Pedro  
317 Roseville Ave.  
Newark, NJ 07107

CeCelia Aiken  
HEA Manager  
[Email-Caiken@lacasanwk.org](mailto:Email-Caiken@lacasanwk.org)  
Phone 973-485-0795  
Fax 973-485-9984

Mon., Tues., and Thurs.  
9AM-4PM  
Wednesday  
9AM-6PM  
DROPBOX  
Mon.-Fri. 9AM-5PM

80 Park Place  
Newark, NJ 07102

Pick up and Drop Off Only

Mon., Wed., and Fri.  
8AM-4PM

59 Main Street  
West Orange, NJ 07052

Pick Up and Drop Off Only

Mon., Wed., and Fri.  
8AM-4PM

United Community Corp.  
Emergency Shelter  
31 Fulton Street  
Newark, NJ 07103

Email for [info-liheapucc@uccnewark.org](mailto:info-liheapucc@uccnewark.org)  
Email [docs-liheapdocs@uccnewark.org](mailto:docs-liheapdocs@uccnewark.org)  
Phone 973-621-8295 ext. 5709,5710

Mon.-Fri.  
9AM-5PM

NanTech World  
400 Hawthorne Ave.  
Newark, NJ 07108

Phone 973-642-0181 ext. 5708,5648

Mon.-Fri.  
9AM-5PM

West Side Park Community Center  
600 South 17<sup>th</sup> Street  
Newark, NJ 07103

Phone 973-642-0181 ext.5648,5703

Mon.-Fri.  
9AM-5PM

Champion's House  
933 South 17<sup>th</sup> Street  
Newark, NJ 07103

Phone 973-642-0181 ext.5711,5648

Mon.-Fri.  
9AM-5PM

The Village Complex  
332 S. 8<sup>th</sup> Street  
Newark, NJ 07103

Phone 973-642-0181 ext.3173

Mon.-Fri.  
9AM-5PM

## **Gloucester County**

Gateway CAP  
901 N. Delaware Street  
Paulsboro, NJ 08066

Keeshia Ferrell  
HEA Manager  
[Email-Kferrell@gatewaycap.org](mailto:Email-Kferrell@gatewaycap.org)  
Phone 856-423-0040  
Fax 856-423-3876

Mon.-Fri.  
8:30AM-4:30PM

Hispanic Family Center  
Of Southern NJ  
21 Delaware Street  
Woodbury, NJ 08096

Vilma Cortijo  
HEA Manager  
Email- [Vcortijo@hispanicfamilycenter.com](mailto:Vcortijo@hispanicfamilycenter.com)  
Phone 856-848-7150  
Fax 856-848-7152

Mon., Wed. and Fri.  
9AM-5PM  
Tues., and Thurs.  
10AM-6PM

## **Hudson County**

PACO  
346 Central Ave.  
Jersey City, NJ 07307

Lilia Diaz  
HEA Manager  
[Email-Ldiaz@pacoagency.org](mailto:Email-Ldiaz@pacoagency.org)  
Phone 201-217-0583  
Fax 201-653-5229

Mon. and Thurs.  
9AM-7PM  
Tues., Wed., and Fri.  
9AM-4PM

Bayonne Economic  
Opportunity Org.  
555 Kennedy Blvd.  
Bayonne, NJ 07002

Susan Tierney  
HEA Manager  
[Email-stierney@beof.org](mailto:Email-stierney@beof.org)  
Phone 201-217-0583  
Fax 201-437-7220

Mon.-Fri.  
8:30AM-4:30PM

## **Hunterdon County**

NORWESCAP, Inc.  
63 Main Street  
Flemington, NJ 08822

Tracy O'Connor  
HEA Manager  
[Email-Oconnort@norwescap.org](mailto:Email-Oconnort@norwescap.org)  
Phone 908-454-7000  
Fax 908-454-1800

Mon.-Fri.  
8AM-4PM

## **Mercer County**

Mercer County Admin.  
640 South Broad Street  
Room 106  
Trenton, NJ 08650

Cathy Paoline  
HEA Manager  
[Email-crue@mercercounty.org](mailto:Email-crue@mercercounty.org)  
Phone 609-989-6739  
609-989-6065  
Fax 609-278-2758

Mon.-Fri  
8:30AM-4:30PM

MECHA  
231 Bakers Basin Rd  
Unit 5  
Lawrenceville, NJ 08648

SamTayebi  
HEA Manager  
[Email-stayebi@njmecha.org](mailto:Email-stayebi@njmecha.org)  
Luisa (Lisa) Torres  
HEA Supervisor  
[Email-ltorres@njmecha.org](mailto:Email-ltorres@njmecha.org)  
Phone 609-578-4246  
609-207-3843  
Fax 609-578-4249

Mon.-Fri.  
9AM-4:30PM

PSEG Customer Service Center  
28 W. State Street  
Trenton, NJ 08618

Mon.-Fri  
9AM-3PM

### **Middlesex County**

PRAB  
90 Jersey Ave.  
New Brunswick, NJ 08903

Shaniqua McClenton  
HEA Manager  
[Email-smcclenton@prab.org](mailto:Email-smcclenton@prab.org)  
Phone 732-828-4510  
Fax 732-214-1005

Mon., Tues., Thurs. and Fri  
9AM-5PM  
Wednesday  
9AM-5PM

313 State Street  
Perth Amboy, NJ 08861

Phone 732-324-1300

Mon.-Fri.  
9AM-5PM

100 Cooke Ave.  
Carteret, NJ 07008

Phone 732-324-1300

Monday  
9AM-5PM  
Friday  
9AM-5PM

### **Monmouth County**

Affordable Housing Alliance  
59 Broad Street  
Eatontown, NJ 07724

Paula Tintinago  
HEA Manager  
[Email-utilityinfo@housingall.org](mailto:Email-utilityinfo@housingall.org)  
Phone 732-389-2204  
732-982-8710  
Fax 732-440-4765

Mon.-Fri.  
8AM-4PM

20 Gibson Place  
Suite 200  
Freehold, NJ 07728

[Email-utilityinfo@housingall.org](mailto:Email-utilityinfo@housingall.org)  
Phone 732-389-2204  
Fax 732-414-6607

Mon.-Fri.  
8AM-4PM



## **Morris County**

Morris County Org.  
For Hispanic Affairs  
95 Basset Hwy.  
Suite 97  
Dover, NJ 07801

Rosa Soto  
HEA Manager  
[Email-rsoto@mcoha.org](mailto:Email-rsoto@mcoha.org)  
Phone 973-366-4770 ext.26  
Fax 973-361-7878

Mon.-Fri  
9AM-5PM

Morristown Office  
45 Clyde Potts Court  
Morristown, NJ 07960

Sara Rivera  
HEA  
[Email-srivers@mcoha.org](mailto:Email-srivers@mcoha.org)  
Phone 973-366-4770 ext.22  
Fax 973-644-4878

Mon.-Fri.  
9AM-4PM

## **Ocean County**

Ocean Inc.  
Central Office  
1256 Indianhead Road  
Suite 32  
Toms River, NJ 08754

Debralynn Keefer  
HEA Manager  
[Email-dkeefe@oceaninc.org](mailto:Email-dkeefe@oceaninc.org)  
Phone 732-244-9041 ext.103  
Fax 732-244-3962

Mon.-Fri.  
9AM-4:30PM

Lakewood Office  
507 River Ave.  
Lakewood, NJ 08701

Martha Matos  
HEA Manager  
[Email-mmatos@oceaninc.org](mailto:Email-mmatos@oceaninc.org)  
Phone 732-942-3405 ext.223  
Fax 732-942-3409

Mon.- Fri.  
8:30AM-4:30PM

304 Route 9  
Waretown, NJ 08758

Tim McDaniel  
HEA Manager  
[Email-tmcdaniel@oceaninc.org](mailto:Email-tmcdaniel@oceaninc.org)  
Phone 609-549-5822  
Fax 609-549-5788

Mon.-Fri.  
8:30AM-4:30PM

## Passaic County

Passaic County  
Weatherization  
930 Riverview Drive  
Suite 250  
Totowa, NJ 07512

Kevin Batacchi  
HEA Manager  
[Email-kevinba@passaiccountynj.org](mailto:Email-kevinba@passaiccountynj.org)  
Phone 973-569-4032  
Fax 973-256-2067

Mon., Tues. and Thurs  
10:30AM-3:30PM

Paterson HEA Office  
301 Main Street  
Paterson, NJ 07505

Phone 973-569-4032  
Fax 973-812-3160

Mon., Tues. and Thurs.  
10:30AM-3:30PM

Passaic City HEA Office  
330 Passaic Street  
Human Services 1st fl.  
Passaic, NJ 07055

Phone 973-569-4032  
Fax 973-812-03160

Mon., Tues. and Thurs  
10:30AM-3:30PM

Paterson Task Force  
109 Washington Street  
Paterson, NJ 07505

Lana Stokes  
[Email-lstokes@patersontaskforce.com](mailto:Email-lstokes@patersontaskforce.com)  
Roberta Farber  
[Email-rfarber@patersontaskforce.com](mailto:Email-rfarber@patersontaskforce.com)  
Phone 973-279-2333  
Fax 973-279-2334

Open 7 days a week  
24 hours a day

Paterson Task Force  
Hilltop Haven Emergency Shelter  
34 Circle Avenue  
Paterson, NJ

[Email-eperez@patersontaskforce.com](mailto:Email-eperez@patersontaskforce.com)  
Phone 973-279-2333

Open 7 days a week  
24 hours a day

Paterson Task Force  
Hilltop Heights Emergency Shelter  
213 Broadway  
Paterson, NJ

Phone 973-279-2333

Open 7 days a week  
24 hours a day

## **Salem County**

Gateway CAP  
14 New Market Street  
Salem, NJ 08097

Marisol De Jesus  
HEA Manager  
[Email-mdejesus@gatewaycap.org](mailto:Email-mdejesus@gatewaycap.org)  
Phone 856-935-0944  
Fax 856-935-0920

Mon.-Fri.  
8:30AM-4:30PM

## **Somerset County**

NORWESCAP, Inc.  
120 Finderne Ave.  
Bridgewater, NJ 08807

Tracy O'Connor  
HEA Manager  
[Email-oconnort@norwescap.org](mailto:Email-oconnort@norwescap.org)  
Phone 908-454-7000  
Fax 908-454-1800

Mon.-Fri.  
8AM-4PM

## **Sussex County**

NORWESCAP, Inc.  
15 Cork Hill  
Franklin, NJ 07416

Tracy O'Connor  
HEA Manager  
[Email-oconnort@norwescap.org](mailto:Email-oconnort@norwescap.org)  
Phone 908-454-7000  
Fax 908-454-1800

Mon.-Fri.  
8:30AM-3:00PM

## **Union County**

PROCEED  
1122 E. Grand Street  
Elizabeth, NJ 07060

Dee Perez  
HEA Manager  
[Email-dperez@proceedinc.com](mailto:Email-dperez@proceedinc.com)  
Phone 908-351-7727 ext.239  
Fax 908-393-7620

Mon.-Fri.  
8:30AM-3:00PM

Dropbox  
8:30AM-4:00PM

120 W7th Street  
Suite 217  
Plainfield, NJ 07060

.  
Application Mailing Address Only



HOPES CAP, Inc.  
(specifically Plainfield)  
Mailing Address  
1201 E. 7<sup>th</sup> Street  
Plainfield, NJ 07062  
Attn: Community Programs

[Email-energyassistance@hopes.org](mailto:Email-energyassistance@hopes.org)  
Phone 1-855654-6737 ext. 1016  
Fax 201-855-5238

**Warren County**

NORWESCAP, Inc.  
350 Marshall Street  
Phillipsburg, NJ 08865

Tracy O'Connor  
HEA Manager  
[Email-occonnort@norwescap.org](mailto:Email-occonnort@norwescap.org)  
Phone 908-454-4778  
Fax 908-454-1800

Mon.-Fri-  
8AM-4PM