

Elderly/Disabled

Panhandle Community Services(PCS) will pay this current bill. You will receive information in the mail about your next payments and the amount that will be paid towards your account will be for either your gas or electricity bill. Please keep that sheet: post it on the fridge or keep it in a safe place. We will pay 100% of _____ highest bills on your electricity or gas bills based on last years bill histories. That means we could pay more than your actual bill is-you will have a credit. That also means your bill may be higher than what we are agreeing to pay- you pay the difference- you run the risk of disconnect if not.

For the months that we will not be making payments,
you are responsible for those bills in those months.

Once Panhandle Community Services selects the bills for which the payments go towards, the amounts nor the bill can be changed or switched.

We work very hard to get the payments out fast and accredited on your account. You may receive your bill and the amount we have promised to pay may not be taken off your account. Do not worry. If your bill is **less** than what we are paying, you need to do **nothing**. If your bill is **more** than what we are paying, subtract the amount we are paying from your total on your bill, and just pay that **difference**. It takes a while for the companies to accredit that to your account. If you receive a disconnect notice, please do not panic. You do not have to come up here, just call PCS immediately and we will resolve the issue.

Panhandle Community Services
806-372-2531
1309 West 8th Suite #103
Amarillo, TX 79101
Hours
Monday - Thursday
6:30-11:00 a.m.-1:00-3:00 p.m.
Closed Friday



making life better,
one family at a time.

Panhandle Community Services

Notification of Approval
Elderly / Disabled

Client Case#:

Panhandle Community Services
1309 W 8th
Amarillo, Texas 79101
806-372-2531

Date: _____
 Name: _____
 Address: _____
 City/Zip: _____
 Phone: _____

Your application for assistance has been approved and will be provided from the following program(s):

_____ CSBG _____ CEAP _____ Other: _____
 Type of assistance received (this request):
 _____ Utility _____ Fuel _____ Other: _____

	Month	Vendor#	Paid To	Amount	Max Allowable Balance	Who Resolved	How Was it Resolved	Date/Time Resolved
1								
2								
3								
4								
5								
6								
7								
8								

Gave information sheet to client? _____ Yes _____ No

_____/11				
Chr to Prog	Element	Bill Name()	Vendor Name	Account Numbers

Client Signature _____ Date _____

Signature of Authorized Staff _____ Date _____

**Declaration of Income Statement
(Declaracion De Ingreos)**

I, _____, do hereby declare on _____ (date) That:
(Yo) (Applicant's Name/Nombre del Solicitante) (declaro que:) en esta fecha

I have no documneted proof of income due to the following situation _____

(No tengo prueba para documentar mis ingresos por medio de tal razones)

I am applying for assistance from _____:
(Yo deseo aplicar para asistencia con _____ (agencia):)(Agency Name)

My household consists of _____ number of persons and the following household members,
18 years and older, _____ have earned the following gross income during the 30 day period prior to
the date of application for assistance:

Name: _____	Gross Amount Earned: _____
Name: _____	Gross Amount Earned: _____
Name: _____	Gross Amount Earned: _____
Name: _____	Gross Amount Earned: _____

(En mi hogar radican(Cua'ntas?) personas, y lossiguents miembros que tienen 18 años
de edad o' mas que han ganado dinero durante los pasados 30 días antes de aplicar para asistencia.
Indique el nombre y los ingresos ganados de cada miembro.)

My household's gross income, for all household members 18 years and older, for the **30 day period** prior to the date of application for assistance is \$ _____
(El total de los ingresos de mi hogar, para los miembros que tienen 18 años de edad o`
mas por los pasado 30 días pasados, antes de aplicar por asistenica es (cua`nto?).)

and my **household's gross annualized** income based on the **30 day period** prior to the date
of application for assistance is \$ _____
(y el ingreso anual de mi hogar ha sido calculado para el año, segu`n los pasados 30 días, antes
de aplicar para asistencia, llegan a (cua`ntos dolares?)

I certify that the above information for the income of all household members 18 years and older is
true and correct to the _____ best of my knowledge and belief. (Yo certifico que la informacion
proveida de los ingresos de los miembros de mi hogar que tienen 18 años o' mas es verdadera y correcta
segu`n mi saber y creencia.)

I understand that the information will be verified to the extent possible; and that I may be subject to
prosecution for providing false or fraudulent information.
(Comprendo que la informacio'n sera' verificada hasta donde sea posible y que
puedo ser enjuiciado por haber proveido informacio'n falsa o' fraudulenta.)

(Applicant Signature/Firma del Solicitante) (Date/Fecha)

(Street Address/Direccio'n) (City/Ciudad) (County/Condado) (Zip/Codigo Postal)

(Subrecipient Represenetive's Signature and Title) Date

(Reviewed & Approved (Ex.Dir. Or Prog. Dir. Name & Title) Date

Panhandle Community Services Energy Budget and Conservation Information

1. Turn down water heater thermostat for example dishwasher water needs to be 140 degrees if you don't have a dishwasher, 110 degrees is as hot as the human body can tolerate.
2. Twice a year drain a bucket of water from your hot water heater tank. However, if you have not been draining the water heater since it was new, you should not start the procedure!!
3. Reduce loss of heat from water by installing an isolation jacket around the water heater, which is available at building supply stores for about \$10.00. Installation is easy; one person can do it in about 15 minutes. Use care when insulating gas water heaters to allow proper ventilation, cut out portion of the blanket to allow air to get to burner.
4. The bathroom may be the smallest room in the house, but it is the BIGGEST water user. About 75% of household water is used there. Almost 45% of the water used in the home is just for flushing toilets.
5. Each time a toilet is flushed 4-7 gallons of water go down the drain water the toilet uses can be reduced without hampering operation, by displacing part of the tank water with plastic filled bottles.
6. There are several ways to save water used in baths and showers, because much of the water is used is hot water, it's one place when conserving water can also help save ENERGY! Turn off water while you soap and shampoo. A shower without a flow restrictor uses 5-10 gallons of water each minute. So try to keep the length of your shower less than 10 minutes.
7. A faucet that drips a drop of water a second can waste over 2000 GALLONS of water in a year's time.
8. whenever possible, use florescent lamps, which are more efficient and have a longer life than incandescent lamps. Light output of a lamp is measured in lumens, and the amount of electricity consumed is measured in watts. A 40 watt florescent lamp gives about 4 times as much light as a 40 watt incandescent lamp.
9. Keep all lights bulbs, reflectors and shades clean, dust and dirt absorb light and lower lighting efficiency as much as 50%. Turning off light does save energy use lower wattage bulbs. Where a lot of light is needed one higher wattage bulb will give more light for the energy used than several smaller ones. For example: 1- 100 watt bulb produces almost the same amount of light as 2-60 watt bulbs, yet uses less electricity. "Never use a higher wattage bulb than specified for a fixture, this is a danger of fire, and shortens the life of the bulb.
10. Lifelong bulbs may last longer, but produce 20% less light, so they are not very energy efficient. For safety do not leave live sockets empty, fill them with burned out bulbs.
11. The most cost effective lifestyle adjustment is the lowering of the thermostat setting in the winter and the raising of the setting in the summer.
12. Do not use aluminum foil to line the oven, this blocks air circulation and could change the temperature as much as 50%! Wrap food in the foil with the shiny side in, to shorten cooking time.
13. Pre-heating your oven is not necessary in most cases. Research findings show that as much as 10% of the energy used for baking can be saved by elimination of pre-heating.
14. Each time you open the oven door temperature drops from 25-50 degrees and you lose 20% of the heat.
15. Frozen food that requires thawing before cooking should be thawed in the refrigerator. This will help cool the refrigerator, and reduce cooking time and energy.

16. Should a power falure occur, keep the door of the freezer CLOSED, a full freezer helps to maintain a safe temperature.

I HAVE READ AND REVIEWED THE ENERGY BUDGET AND CONSERVATION INFORMATION WITH MY CEAP CASE WORKER.

Client Signature

Staff Signature

Date

Date