Dear Weatherization Applicant:

Enclosed you will find an application for the South Dakota Weatherization Assistance Program. In order for our agency to process your weatherization request, we will need the following documents completed and returned:

1) The enclosed/attached South Dakota Weatherization Assistance Application. The application must be filled out and signed by applicant and any co-applicants (co-applicants refers to any adult living in the household).

2) If you are not on the current fuel assistance, you will need to submit a copy of your last 3 months income for the household. To apply for energy assistance you may visit their website at http://dss.sd.gov or you may call 1-800-233-8503 to request an energy assistance application.

3) Proof of homeownership. This may be a copy of the property tax notice, deed, notarized contract for deed, or if a mobile home, a copy of the mobile home title.

If you have any questions, concerning your request, feel free to contact our agency.

Sincerely,

Kristin Hofland
Kristin Hofland
Weatherization Coordinator
The home, as well as the applicant, will need to meet criteria for this program. It is the discretion of GROW South Dakota to cancel an application if the rehabilitation is not considered feasible.

- This program is in the form of a grant, there is no financial obligation to the applicant unless the applicant moves or sells the property within 2 years.

- If your home has received weatherization services after September 30, 1994, it will not be eligible for this program.

- Rental units can be eligible if they meet the DOE requirements. The landlord is responsible for 33.3% of the total cost unless the homeowner’s income falls below 200% of the poverty income guidelines. There is additional paperwork that needs to be completed by the homeowner and applicant, prior to any approval for rental units.

- Ownership must be verified. A copy of the deed, contract for deed or property tax receipt must accompany the application. Ownership for mobile homes will need to be a copy of the title.

- A home audit is conducted by the GROW South Dakota Energy Auditor. Information is obtained and installed in the NEAT/MHEA computer program. This program will determine what measures, if any, are to be installed on the home.

Energy saving measures to be considered may include but are not limited to:

1. Insulation, proper ventilation.
2. Air infiltration measures, weather strip, glass replacement, foam sealant, caulk.
3. Minor health and safety measures, furnace clean and tune, water heater replacement.
4. Pressure balancing.
5. Furnace replacement/repair.
6. Minor repairs that will reduce energy consumption.
### TELL US WHO LIVES IN THE HOME (LIST ALL HOUSEHOLD MEMBERS)

*You are not required to furnish race or gender information.

<table>
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<tr>
<th>Name: First</th>
<th>MI</th>
<th>Last</th>
<th>Last 4 Digits of Social Security #</th>
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<th>Race:</th>
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<td>f=Direct paid</td>
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<td>g=Employer provided</td>
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<td>h=none</td>
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TELL US ABOUT INCOME & NON-CASH BENEFITS


WORK STATUS: A=full time; b=part time; c=Migrant Seasonal Farm Worker; D=unemployed 6 mo. or less; E=Unemployed more than 6 mo.; f=not in labor force; g=retired


<table>
<thead>
<tr>
<th>Person with Income</th>
<th>Work Status</th>
<th>Type of Income &amp; Frequency</th>
<th>Gross Amount</th>
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TELL US ABOUT THE HOME

1. This is a
   ____ House: Number of Stories ___1___2___3
   Built before 1978? ___Yes ___No
   Age of Home _________________________
   Permanent basement? ___Yes ___No
   ____ Mobile Home: Serial Number or Title Number
   ____ Apartment

2. Do you currently own or are you buying the home?
   ___Yes ___No If yes purchased from?

   is this a contract for deed? ___Yes ___No
   is the residence for sale? ___Yes ___No
   have homeowners insurance? ___Yes ___No
   is it located in a flood zone? ___Yes ___No

If you own the home, please attach a copy of the real estate tax notice and the deed to the property.

   If rent, Name of Landlord: ___________________________
   Landlord Address: ____________________________
   Landlord's Phone: ____________________________

3. Is the home currently being remodeled/ or will be within the next 6 months. ___Yes ___No

4. Has the home ever been weatherized?
   ___Yes ___No ___ Unsure If yes, who did the weatherization? ____________________________

5. The home is heated with:
   ____ Natural Gas   ____ Electric   ____ Wood
   ____ Fuel Oil   ____ Kerosene   ____ Coal
   ____ Propane/Bottled Gas

6. Is the problem with:
   ____ Plumbing   ____ Roofing
   ____ Electrical   ____ Siding
   ____ Heating   ____ Other Please List

7. What type of Siding do you have?
   ____ Vinyl   ____ Steel
   ____ Wood   ____ Masonite
   ____ Stucco   ____ Other __________________________

8. The home has unhealthy conditions relating to:
   ____ Mold/Mildew   ____ Sewage fumes
   ____ Asbestos   ____ Chemicals/Smoke Fumes
   ____ Other   ____ Not aware of unhealthy conditions

Have you ever received a forgivable loan or down payment assistance through another Affordable Housing Project such as, Homes are Possible Inc. (HAPI), Home Ownership Assistance Program (HOAP), Northeast South Dakota Community Action Program (NESDCA), Opportunities for Independent Living (OIL), South Dakota Housing Development Authority (SDHDA) or Sisseton-Wahpeton Oyate (SWO)?

   ___ Yes ___ No
TELL US ABOUT THE HOME

Privacy Act Information: This information will be used to determine your eligibility for the program. In addition, this information may be used for investigative or prosecutorial proceedings in the event of fraudulent claims or statements. If you refuse to provide the information requested on this application, your home will not be considered for assistance. No information on this application is made available to the general public. This authorization is given only in connection with its use by GROW South Dakota in its administration of its programs and for no other purpose. It shall continue in effect until such time as I state, in writing, to GROW South Dakota.

By my signature below

✓ I authorize the agency to make any necessary contacts to verify any aspect of eligibility.

✓ I authorize investigation of past, present and future heating costs in order to evaluate the effectiveness of the Weatherization Program.

✓ I authorize employees of GROW South Dakota to perform, monitor and inspect work.

✓ I authorize Office of Energy Assistance and Weatherization staff of the Department of Social Services to monitor to ensure quality Weatherization work.

✓ I agree to report if the home is scheduled for acquisition or clearance by a Federal, State or local program within 12 months from the date Weatherization work is scheduled.

✓ I authorize any person, agency or institution to supply information requested by GROW South Dakota concerning me or my family and to allow reproduction of records in their possession pertaining to me or my family by a duly authorized representative of GROW South Dakota.

✓ I understand that any false statement made in this application is legal grounds for prosecution by any agency of the government using this application as a basis for assistance and certify, under penalty of perjury, the truth of the information in this application.

✓ I have furnished this application information to the best of my knowledge and by this signature approve and verify it.

✓ Any misrepresentation regarding this information may lead to the recapture of the total amount of funds allocated to each project.

Applicant Signature                        Date

Co-Applicant Signature                     Date

AGENCY USE ONLY

Approved by                                Date Approved

# in Household   Total income            Maximum Allowable Income
Please send the application to the Community Action Agency that serves your county. Refer to the map and/or the counties listed below to find the information for the community action agency for your county.

- **Inter-Lakes Community Action Partnership**
  PO Box 268, Madison, SD 57042
  Phone: 605-256-6518 or 1-800-896-4105
  [http://www.interlakescap.com](http://www.interlakescap.com)
  Counties served: Brookings, Clark, Codington, Deuel, Grant, Hamlin, Kingsbury, Lake, McCook, Miner, Minnehaha, Moody

- **Northeast South Dakota Community Action Program (dba GROW South Dakota)**
  104 Ash St. E, Sisseton, SD 57262
  Phone: 605-698-7654
  [www.growsd.org](http://www.growsd.org)

- **Rural Office of Community Services, Inc.**
  PO Box 70, Lake Andes, SD 57356
  Phone: 605-487-7634 or 1-800-793-3290
  [http://www.rocsinc.org](http://www.rocsinc.org)
  Counties served: Aurora, Bon Homme, Brule, Buffalo, Charles Mix, Clay, Davison, Douglas, Gregory, Hanson, Hutchinson, Jerauld, Jones, Lincoln, Lyman, Mellette, Sanborn, Todd, Tripp, Turner, Yankton, Union

- **Western South Dakota Community Action Agency, Inc.**
  1844 Lombardy Drive, Rapid City, SD 57701
  Phone: 605-348-1460 or 1-800-327-1703
  [http://www.wsdca.org](http://www.wsdca.org)
  Counties served: Bennett, Butte, Corson, Custer, Dewey, Fall River, Haakon, Harding, Jackson, Lawrence, Meade, Perkins, Shannon, Pennington, Ziebach