

Greater East Texas Community Action Program

WEATHERIZATION

638A N. University Drive #212, Nacogdoches, TX 75961

800-621-5746 or 936-585-7224 or 903-405-8299

REQUIRED DOCUMENTATION FOR ALL NEW HOUSEHOLD MEMBERS: NO EXCEPTION

Proof of Citizenship by one of the following items:

- US Passport
- Certified Vital Record Birth Certificate or Certificate of Birth Abroad (FS-240, DS-1350 OR FS-545)
- US American Indian or Alaska Native Tribal Card with photo
- Certificate of US Citizenship (N-550, n-561)
- Permanent Resident Card or Resident Alien card (I-551)

Proof of identification: two of the following MAY be required:

- Driver's License or photo ID
- US Military or Military Dependent ID
- Student ID
- School Records
- Immunization Record
- Social Security Card

If you do not have any of the items listed for proof of Citizenship or Identification, please contact GETCAP for other options.

Proof of ALL income earned/received in the last 30 days from the date the application is dated. This includes anyone living in the house of age 18 and older.

The Current Year's award letter for Social Security, SSI, VA, SSDI, RSDI, TANF, Utility Reimbursement

We cannot accept bank statements or W2 tax forms for proof of income

Additional information that may be asked for: Proof of SNAP, Child Support, Housing Letter, Utility Bills

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- Assessments are scheduled by our staff by phone or home visits. After 2 (two) attempts to reach out with no response, your application will be deferred. Current contact information is required.
- Any missed appointment for an assessment with no prior notice will cause your application to be deferred. You are allowed to reschedule 1 (one) time. Any Subsequent attempts to reschedule an assessment will cause the application to be deferred.
- Any home that is considered a health and safety risk to our staff or contractors will be subject to further review at GETCAP's discretion.
- Landlord Permission Form-RENTERS ONLY (see our website or request a copy)
- All rooms in the home must be accessible (unlocked all doors). Rooms must be clear of clutter so an accurate assessment can be made, and contractor can complete the assigned work.
- It is the resident's responsibility to have an adult 18 years of age present and available for the assessment and contractor work.
- All animals must be put away and secured both inside and outside the home.
- Threats and/or abusive language towards the assessors or contractors will result in a deferral of services.
- The present of an illegal substance in or around the home will result in deferral.
- Assessors and contractors have requested the residence refrain from smoking or vaping while in their presents.

You must include a map or brief description of how to get to your home.

Go to our website for more information www.get-cap.org

Email applications and required documents together to wxprograminfo@get-cap.org

It can take up to 60 days for processing. Assistance may vary, depending on available funding.