



RURAL NEVADA DEVELOPMENT CORPORATION

1320 East Altman Street Ely, Nevada 89301
Phone (775) 289-3549 Toll Free (866) 444-5204
Fax (775) 289-8214 rndc@rncd.com

Dear Applicant;

Your home has been selected to take part in the Sustainable Energy Resources for Consumers (SERC) Program. Please complete this application in its entirety, sign, date and return to Rural Nevada Development Corporation, retain copies for your records. In addition we will need the following documentation to process your application:

- Three (3) copies of most recent pay stubs, or a copy of the benefit statement notice of award for current or upcoming year for all persons in the household. Please note we CANNOT accept copies of 1099 tax forms as proof of income.
• Printout of your power usage for the past year, please include both electric and gas if applicable These bills must show your complete account number.
• For Homeowners & Renters: Print outs from your counties Assessor's Office displaying ownership, location, and age of the home. For manufactured homes a copy of the title.
• For Renters: Weatherization Service Agreement signed by Landlord (Will be mailed to your landlord by RNDC).
• Please read, sign, return, and adhere to the animal restraint form.

Please Check the Appropriate Source

Main Heat Source: Electric ___ Natural Gas ___ Propane ___ Provider: _____

Water Heater: Electric ___ Natural Gas ___ Propane ___

ALL THE ABOVE MENTIONED INFORMATION MUST BE INCLUDED TO PROCESS YOUR APPLICATION.

Once your application is processed you will be contacted by mail regarding your status. If you have any questions regarding the application process, please contact me at the Rural Nevada Development Corporation office. When faxing supporting documentation please fax to 775-289-3690.

Thank you,

Stacy Rice
Stacy Rice

Weatherization Program Manager

DEPARTMENT OF BUSINESS AND INDUSTRY - HOUSING DIVISION
SUSTAINABLE ENERGY RESOURCES FOR CONSUMERS PROGRAM
APPLICATION

A. APPLICANT INFORMATION

PLEASE PRINT CLEARLY OR TYPE:

NAME: _____ HOME PHONE: _____ WORK PHONE: _____
(Last, First, MI)

HOME ADDRESS : _____ COUNTY: _____
(Number and Street) (Apt No) (City) (Zip)

Mailing Address: (If different from home address) _____

TYPE OF DWELLING : Single Family Mobile Home 2-4 Family 5+ Family
IS HOME Rented Owned (Does not apply to mobile home space rental.)

LANDLORD : _____
(Name) (Address) (City, Zip) (Phone No.)

B. HOUSEHOLD INFORMATION

NAMES OF ALL HOUSEHOLD MEMBERS (ATTACH ADDITIONAL PAGES IF NECESSARY)			Date of Birth Month/day/year	Social Security Number	U.S. Citizen or Eligible *Non-citizen		Disabled		Native American	
					Yes	No	Yes	No	Yes	No
LAST	FIRST	MI								

*List the names of all non-citizen household members authorized as legal residents of the United States and provide copies of the front and back of their I-688 (Temporary Resident Card) or I-551 (Resident Alien Card) with this application.

- Has this home ever received weatherization services before? If Yes, when? _____ Yes No
- Does the dwelling unit have a Home Owners Association? Yes No
- Are you a recipient of Section 8 Housing or any other HUD Housing Programs? Yes No

C. INCOME

Definition of Income: Income includes money, wages and salaries before any deductions; net receipts from non-farm or farm self-employment (receipts from a person's own business or from an owned or rented farm after deductions for business expenses). Income also includes regular payments from social security, railroad retirement, unemployment compensation, strike benefits from union funds, worker's compensation, veteran's payments, training stipends, alimony, child support, and military family allotments; private pensions, government employee pensions (including military retirement pay), and regular insurance or annuity payments; dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

- Are you currently receiving Energy Assistance (LIHEA or Energy Assistance) Yes No
- Did any household member work during the last 30 days? Yes No
- Does anyone in your household receive SUPPLEMENTAL SECURITY INCOME (SSI) or TANF? Yes No

Annual household income: \$ _____

Acknowledgement of Applicant:
I hereby authorize any investigation concerning me and other household members, which is necessary to determine eligibility for benefits received or to be received under programs administered by the Nevada Housing Division. I hereby authorize and consent to the release of any and all information confidential by law or otherwise privileged under NRS 49.255 or any other provision of law. I hereby release the holder of such information from liability, if any, resulting from the disclosure of the required information. I acknowledge that a reproduced copy of this authorization legally constitutes an original copy. I consent that the Nevada Housing Division or its representatives may survey my energy usage, advise vendors of assistance grants, and may verify any information necessary to determine eligibility for assistance. I realize that I must give complete and accurate information and that willful concealment could result in criminal prosecution. I SWEAR THAT EVERY ANSWER IS TRUE.

Signature of Applicant: _____ Date: _____

DEPARTMENT OF BUSINESS AND INDUSTRY -- HOUSING DIVISION
SUSTAINABLE ENERGY RESOURCES FOR CONSUMERS PROGRAM (SERC)
NOTICE OF RIGHTS AND OBLIGATIONS

IN APPLYING FOR AND RECEIVING SERC TECHNOLOGIES, I UNDERSTAND AND AGREE TO THE FOLLOWING:

1. A complete application packet must be on file with the local agency and deemed eligible for assistance to be provided.
2. I authorize the examination of all employment/income, utility/fuel and other records pertinent to my application for the SERC Program.
3. No disclosure of any information obtained by a representative of the SERC Program will be made directly or indirectly. Such information will be utilized only in the furtherance of the SERC Program.
4. The work to be performed is being paid for with federal and state funds and at no cost to me.
5. As the owner/authorized agent, I authorize access to my residence as necessary to perform needed SERC activities including the final inspection. If I do not allow access to the property for the final inspection, I am aware I will be financially responsible for reimbursing the State for all materials and labor.
6. I agree to participate in any SERC orientation, end-user training or client education that will be required by the service provider. I also agree to participate in any third party data collection surveys related to the SERC program.
7. I agree to report any changes in household size, income or other information relevant to receiving SERC technologies that occur after my application is filed and prior to the receipt of such assistance.
8. If I have been declared eligible but have not received SERC measures within one calendar year (365 days) of the original application, I will be asked to resubmit current income and other household information.
9. No person will be denied participation in the SERC Program or be discriminated against because of race, color, national origin, age, sex, handicap, political beliefs or religion. If I believe I have been discriminated against, I understand I may call or write the local agency administering the SERC Program. If the issue cannot be resolved at the local level, I understand I may write Nevada Housing Division, Weatherization Program, 1535 Old Hot Springs Road, Suite 50, Carson City, Nevada 89706.
10. Workmanship on all materials installed is warranted for 90 days from the date that SERC work was certified being completed on the Building Report.
11. Should I have any complaints or questions regarding the action taken relative to my application or the work performed on my residence, I understand I may have a conference with a person from the local agency responsible for the SERC Program.

Prior to my conference, I agree to put in writing and submit to the local agency the following:

- a. The nature of my complaint (including the names of the persons involved.)
- b. The date of the occurrence.
- c. The address of the residence where the work took place.
- d. Name of the local agency personnel contacted.
- e. The name and address of any witness, if applicable.

The complaint must be received by the agency responsible within 30 days from the date of the incidence.

12. I understand I have the right to a hearing if I disagree with the decision on my application or am dissatisfied with the SERC work provided. A written request for this hearing must be received by the Nevada Housing Division, SERC Program, 1535 Old Hot Springs Road, Suite 50, Carson City, Nevada 89706 within 90 days from the notice date of local agency action or completion of work as shown on the Building Report.

A hearing need not be granted when:

- The sole issue is either a state or federal law.
- The request is not received within 90 days.
- The applicant/recipient has moved from the residence.

13. The residence is not eligible for the SERC Program if the property is currently on the market for sale.
14. In the event the property is listed or sold within 1 year of receiving SERC measures, I am aware I will be financially responsible for reimbursing the State for materials and labor.
15. After the installation of any SERC measures on my residence, I am aware the residence is no longer eligible for additional SERC technologies for the period specified by the regulations governing the SERC Program.
16. If the property in which I reside is subject to a Home Owners Association, I am responsible to provide written approval from the Association representative to the service provider prior to commencement of work for any measures that require the Home Owners Association approval.

MY SIGNATURE BELOW INDICATES I UNDERSTAND AND HAVE RECEIVED A COPY OF THE RIGHTS AND OBLIGATIONS AS AN APPLICANT FOR THE STATE SERC PROGRAM.

Signature

Date

DEPARTMENT OF BUSINESS AND INDUSTRY – HOUSING DIVISION
SUSTAINABLE ENERGY RESOURCES FOR CONSUMERS
NOTICE OF RIGHTS AND OBLIGATIONS

IN APPLYING FOR AND RECEIVING SUSTAINABLE ENERGY RESOURCES, I UNDERSTAND AND AGREE TO THE FOLLOWING:

Initial I authorize the examination of all utility, fuel and other records pertinent to my residence which would document any savings directly or indirectly resulting from the installation of any sustainable or renewable energy technology.

Initial I consent that the Nevada Housing Division or its representatives may survey my energy usage, advises vendors of assistance grants, and may verify any information necessary.

MY SIGNATURE BELOW INDICATES I UNDERSTAND AND HAVE RECEIVED A COPY OF THE RIGHTS AND OBLIGATIONS AS AN APPLICANT FOR THE STATE SUSTAINABLE ENERGY RESOURCES FOR CONSUMERS PROGRAM.

Signature

Date