## How to apply

LEAP accepts applications between November and April. Click below to learn more about applying for LEAP benefits, including a checklist to help you prepare your application. If you're looking for assistance outside of LEAP season, it may be available. Please call 1-866-HEAT-HELP (1-866-432-8435) for more information.

## Learn more about applying for LEAP benefits

To apply for LEAP, you can submit an application several ways starting Nov 1st through April 30th:

- Apply online on the Colorado PEAK website starting Nov 1st.
- Click on links below to download a LEAP application and drop it off at your local human services office, or mail/email it to your county/contractor to process. For contact information, call 1-866-HEAT-HELP (1-866-432-8435). You can also find your county's mailing address in this contact list.
  - Click here for the LEAP English Application and Information Sheet.
  - o Click here for the LEAP Spanish Application and Information Sheet.
- To request a paper application mailed to your please call 1-866-HEAT-HELP (1-866-432-8435)
- If you are having a heating emergency please call 1-866-HEAT-HELP (1-866-432-8435) to apply over the phone.

## Application checklist

Delays in processing time most often relate to incomplete applications. Use the checklist below to ensure you submit all necessary information and paperwork.

- · I have answered all the questions in each section of the application.
- I have enclosed a readable copy of lawful presence documentation for myself and my household members born outside of the U.S.
- Social Security numbers and birth dates for all members of my household have been included on the application.
- Proof of all monthly household income (pay stubs, award letters, loans, etc.) has been attached with the application.
- I have attached receipts for all expenses claimed on my profit and loss statement for self-employment income.
- A copy of my most recent heating bill has been enclosed with the application (if you pay your heat as part of your rent, include a copy of your most recent rent receipt).
- I have signed my application.
- I have double-checked that I am submitting my application to the correct county LEAP office.
- If my county LEAP office can accept email, I have scanned my application and all required paperwork and have attached the files to the email.

# Frequently asked questions

Where do I send my completed application and paperwork? How long does it take to process my application? Can I apply for LEAP even if I participate in other government programs? We're here for you and to answer any questions you may have as you look into applying for heat assistance. Get the answers to these questions and many more below.

## Click here to view the FAQ section

## When are applications accepted?

Applications are accepted from Nov. 1 through April 30.

## Where do I send my completed application and paperwork?

We recommend anyone interested in applying for LEAP to use the online and telephone options listed below to submit an application.

- Submit an application online through the Colorado PEAK website: www.colorado.gov/PEAK [2]
- · Call to apply over the phone
- · An interview is not required for LEAP.

## How long does it take to process my application?

It is essential that you complete the entire application and answer all questions as well as attach all requested information. If you fail to do this, your application will be delayed because LEAP will have to send you a letter(s) to request this information which typically causes delays in case processing times. Most non-emergency applications are processed within 10-25 days.

## My heat is about to be shut off or I am running out of propane. Can LEAP help?

Yes. If you qualify for assistance, LEAP may be able to expedite your application in just 10 days, Please call 1-866-HEAT-HELP (1-866-432-8435) to learn more.

## Can I stop paying my heat bill while my application is being processed?

No. Continue to pay your bills while waiting for a decision on your application. If your bills are overdue or you are in danger of running out of fuel, contact your heat or utility company to set up a payment agreement or budget billing, if available.

## I need to purchase a portable heater. Can LEAP help me with that?

No. The LEAP program does not provide financial assistance for any type of temporary or portable heating source, such as electric heaters or portable heaters.

## How do I check on the status of my application?

Call 1-866-HEAT-HELP (1-866-432-8435) to check on the status of your application.

#### How often can I receive heat assistance through LEAP?

You can receive heat assistance only once each season through LEAP. The season runs from Nov.1 to April 30. Please plan accordingly.

## How is the LEAP assistance amount calculated?

The energy assistance benefit varies depending on a variety of factors, including the primary heating costs of your home, total household income, the amount of the LEAP Program funding and applications received. LEAP pays the highest benefits to those with the highest primary heating fuel costs.

## Is the LEAP assistance amount sent directly to me?

In most cases, the payment is sent directly to your primary heating fuel company. You will receive a letter indicating your LEAP assistance amount and where your benefit is being sent.

## Do I qualify if my heat is included in my rent?

If heat is included in your rent and you do not live in subsidized housing, you may qualify for LEAP. Please be sure the proper documentation is included with your application.

## Can I apply for LEAP even if I participate in other government programs?

Yes. Your participation in other programs, including Medicare, Supplemental Security Income (SSI), Colorado Works/TANF, food stamps, Old Age Pension (OAP), and Aid to Needy Disabled (AND)/Aid to the Blind (AB), will not be impacted in any way if you participate in LEAP.

## Can I apply for LEAP if I do not live in the home?

No. You must reside in the dwelling stated on your application.

## How do I report my household monthly gross income?

Attach copies of all pay stubs and proof of other income (seasonal, self-employed, public assistance, veteran's benefits, etc.) received the month prior to the month you sign your application for all members of the applicant household.

## If I qualify for LEAP but still need assistance with my utilities, are there any other programs available to help my family?

Yes. Please call HEAT HELP (1-866-432-8435) and ask if there is other utility payment assistance available to you.

## If I do not qualify for LEAP, what should I do?

If you do not qualify for LEAP, help may still be available. Please call 1-866-HEAT- HELP (1-866-432-8435) for more information on ways to get help with your energy needs.

## Can I get assistance if my primary heating system is not working?

Yes. If you qualify for LEAP you may also qualify for our heating system repair/replacement program. Please call FOR MY HEAT (1-855-469-4328) for additional information.