



Please return this form to:

Optional BPA Income Qualified New Construction Single Family: Income Verification [template]

For residential applications. This data collection tool is *optional*. To customize this form, utilities can update this word document or contact your ECAE.

Check with the new home’s serving utility to determine eligibility, technical, documentation, and submission requirements. A review of income documentation may be required by the new home’s serving utility and must be promptly submitted to qualify for payment.

NEW CONSTRUCTION INFORMATION

Electric Utility	Completion Date	
Site Address		
City	State	Zip

OPTIONAL BPA INCOME ELIGIBILITY FORM

- A new home may qualify for incentives if at least one of the following are true:
- The housing organization or home builder has a documented policy that all income residents must meet income qualification thresholds to occupy the new construction home.
 - Incoming resident(s) meet(s) at least one of the following criteria listed in Table 1 or Table 2 below.

The incoming resident, home builder, or housing organization must provide proof of income, either by providing verifiable documentation to your utility or Community Action Agency.

Gross income includes all wages, tips, rental income, public assistance, social security or pensions, income from self-employment, alimony, interest, or any other sources of income defined by the IRS income tax return.

Table 1: Qualifying Income Criteria

Total Number of People in the Incoming Household		Gross Annual Income of Income Resident(s)	
You may qualify for incentives if you meet at least one of the following income criteria or receive assistance from any of the programs below:			
☐	Gross income falls within 200% of the federal poverty line (see Table 2)		
☐	Gross income meets your state’s income guidelines (if different)		
☐	Gross income meets your tribe’s income guidelines (if different)		
☐	LIHEAP		
☐	HUD		
☐	NAHASDA		
☐	Section 8		
☐	TANF		
☐	Supplemental Social Security		

Table 2: Income Qualifications Based on 200% of 2026 Federal Poverty Level

Household/ Family Size	Gross Dollars Per Year
1 person	\$31,920
2 people	\$43,280
3 people	\$54,640
4 people	\$66,000
5 people	\$77,360
6 people	\$88,720
7 people	\$100,080
8 people	\$111,440
9 or more	Add \$11,360 each

Proof of Income Option 1: Income Verification with Documentation

Submit documentation to entity verifying income or to confirm eligibility. Check with resident's utility to determine if other income documentation is necessary.

Eligible Income Sources	Documentation Submitted to Utility (Only one document necessary)	Utility Verified Documentation (Note: Utility is not required to collect or maintain documentation after verification.)
Home Builder or Housing Organization Documented Policy for Income Residents	☐	☐
Community Action Agency Certification	☐	☐
Pay stub	☐	☐
IRS form 1040	☐	☐
LIHEAP certification	☐	☐
HUD eligibility	☐	☐
NAHASDA eligibility	☐	☐
Section 8 eligibility	☐	☐
TANF eligibility	☐	☐
Supplemental Social Security	☐	☐
Proof of current assistance from state health and human services agency	☐	☐
Social Security Income	☐	☐
GA	☐	☐
VA	☐	☐
Unemployment	☐	☐

Proof of Income Option 2: Signed Self-Attestation of Income

Complete this self-attestation to confirm income eligibility if you have not provided documentation of income from eligible sources listed in Option 1.

I, <u>Enter First and Last name</u> am an incoming ☐ Homeowner or ☐ Tenant (<i>check one</i>) of the new construction single-family home that will receive or have received energy efficient upgrades. This home is or will be served by <u>Enter name of the serving electric utility</u>. I am aware that this utility and Community Action Agencies in my area can provide energy efficient upgrades at a high-level of assistance, but it requires I prove I meet certain income qualification guidelines. (<i>check one</i>) ☐ I do hereby declare that my gross annual household income does not exceed the maximum income for my future household size as indicated in the eligible income threshold above or as stated by my state or tribe. ☐ OR, I benefit from any of the Eligible Income-Qualified Programs listed below. ▪ Section 8 eligibility ▪ LIHEAP certification ▪ HUD Housing ▪ Supplemental Social Security Income ▪ TANF ▪ NAHASDA I certify that the information presented is true and accurate. I further understand false, misleading or incomplete information may render me (the Applicant) ineligible to receive my utility's higher income-qualified incentive. If my utility finds that any information provided in connection with this application is false, then the serving utility reserves the right to require reimbursement of any incentives provided to which I am not entitled. The serving utility reserves the right to request additional documentation or proof of income to verify income qualification and to verify benefits.			
Applicant Signature My signature below certifies that I am eligible for this utility income-qualified incentive program.			
Print Name		Date	