

703 Osuna Rd. NE
Suite # 2
Albuquerque, NM 87113



Phone (505) 345-4949
Fax (505) 344-4245
Toll Free (855) 345-4949

July 19, 2022

The Honorable Governor Michael J. Chavarria
Governor's Office of Santa Clara Pueblo
P.O. Box 580
Española, NM 87532

Dear Governor Chavarria:

Central New Mexico Housing Corporation is a Weatherization Assistance Program that is federally funded through the Department of Energy and The New Mexico Mortgage Finance Authority.

We currently have funding available to weatherize low income-eligible households in the Santa Clara Pueblo for the program year 2024-2025 through The New Mexico Energy Smart Program. Low income-eligible households that qualify will receive Weatherization Measures to make their homes more energy efficient and lower their monthly utility bills at no cost to the homeowner.

Please contact Stephanie Nieto at 505-345-4949 to expedite these applications. If you would like a CNMHC staff member to go out to the pueblo for outreach please contact Angelique Gonzales at 505-345-4949, we look forward to hearing from you.

Sincerely,

Cyndi Hazzard
Executive Director

- ① Gov.
- ② T.A.S
- ③ Housing
- ④ Special Projects



**CENTRAL NEW MEXICO HOUSING CORPORATION CERTIFICATION
OF ZERO INCOME**

(Each household member 18 and over must complete if no income)

***MUST BE NOTARIZED**



Name: _____

Address: _____

A. Within the next 12 months, will you receive income from any of the following sources?

You must supply additional information to verify all 'yes' answers.

- Wages, bonuses, commissions, tips, etc.
 - Unemployment benefits
 - Workers' compensation
 - Disability payments
 - Alimony
 - Child support
 - Social security
 - Help pay bills or other expenses or regular gifted of money from family or friends who do not live with you.
 - Self-employment (includes Uber, Lyft, online sales etc.)
 - Pensions, IRA, 401K, Annuities (monthly reimbursements)
 - Income from rental property
 - Direct sales consulting such as Mary Kay, Tupperware, etc.
 - Work for cash (babysitting lawncare housekeeping, etc.)
 - Any other source (if yes, explain)
- _____

B. Mark the one statement that applies to you

- I do not expect to have any source of income in the next 12 months
- I have been hired for a new or will be receiving another source of income soon. I will give you more information
- Not currently employed, looking for work

*Under penalty of lying under oath, I clarify that the information presented in this certification is true and accurate to the best of my knowledge. I further understand that providing false representations constitutes an act of fraud. False, misleading, or incomplete information may result in the termination of my weatherization application. I understand I am required to annually update this information as requested by this organization.

Signature of applicant

Printed Name of Applicant

Date

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Request for Appeal

A request for services for the following client has been denied:

Client Name: _____

Address: _____

City: _____ Country: _____

Phone #: _____

Reason for denial: _____

Intake Manager Signature: _____

A review of the application by the executive director has been completed and the following action taken:

Approved: _____

Denied: _____

Reason for Denial:

_____ Weatherization services cannot be done if the house was weatherized in the last 15 years.

This home was weatherized on: _____

_____ Income Eligibility does not meet DOE guidelines.

_____ House structure is beyond scope if work.

Sincerely,

Isaac Stevens
Executive Director

Central New Mexico Housing Corporation
703 Osuna Rd. NE Suite 2
Albuquerque, New Mexico 87113
Fax # 505-344-4245

Documents Needed to Process an Application

1. Proof of Income:

- a. Employed: 3 most recent Pay Check Stubs
 - b. Social Security: Most Recent Award Letter or Most recent Bank Statement showing Direct Deposit of Social Security
 - c. Self Employed: 2 most recent tax returns and notarized statement of earnings for this year
 - d. Unemployment: Benefits History Report
 - e. Not Employed: Notarized Statement explaining financial situation
 - f. Retirement/State Benefit: Statement showing gross amount, current to the year applying
- * **Any one 18 years of age or older must provide proof of income if employed OR a school schedule OR a notarized statement explaining financial situation.**

2. Proof of Ownership:

- a. Property Tax Statement
 - b. Mortgage Statement
 - c. Recorded Real Estate Contract
 - d. Statement of Occupancy (Pueblos Only)
 - e. Title to mobile home
- * Only One Proof of Ownership is required*

- 3. Rental Property – Copy of Rental agreement & Landlord Proof of Ownership
- 4. Most recent Gas or Propane bill
- 5. Most recent Electric
- 6. Picture ID for everyone over 18 years of age
- 7. Date of Birth for all members of the household

INCOME GUIDELINES

Size of Family Unit	200% of Poverty
1.	\$30,120
2.	\$40,880
3.	\$51,640
4.	\$62,400
5.	\$73,160
6.	\$83,920
7.	\$94,680
8.	\$105,440

For families with more than 8 persons, add \$4,020 for each additional person
All completed applications with all Documentation should be mailed or faxed

THE HOME CANNOT BE SOLD FOR ONE YEAR AFTER THE WEATHERIZATION IS COMPLETE

**New Mexico mortgage Finance Authority
 NM ENERGY\$MART
 APPLICATION FOR HOME WEATHERIZATION**

Applicants Name _____ Cell Phone No. _____

Street Address _____ Home phone No. _____

City _____ Zip _____ County _____ Rent _____ Own _____

Property Owner's Name: _____ Telephone No. _____

Owner's Address _____ Zip _____

Name and No. Of Two friends or relatives that we can contact if we are unable to reach you:

Name _____ Telephone No _____

Name _____ Telephone No _____

Type of Heat: Natural Gas _____ LP Gas _____ Electric _____ Wood _____ Kerosene _____ Other _____

Average Monthly Heating Bill _____ Utility Account No. _____

Is any member of the household disabled? Yes _____ No _____ Type of Disability _____

Has this dwelling received DOE weatherization in the past? Yes _____ No _____ If yes, Date _____

Are you or any member of your household (father, mother, sister, brother, child) related to an employee of Central New Mexico Housing Corporation or its Board of Directors? Yes _____ No _____

Number of elderly in family (Age 60 and over) _____ Number of people in household _____

Single-Family Home _____ Mobile home _____ Multi-family _____ Other _____

Nationality: American Indian _____ Black _____ White _____ Hispanic _____ Asian _____ Other _____

NAME OF EACH HOUSEHOLD MEMBER	D.O.B	SOCIAL SECURITY NUMBER	RELATION TO HEAD OF HOUSEHOLD	GROSS MONTHLY INCOME	NAME, ADDRESS, PHONE OF EMPLOYER OR OTHER SOURCE OF INCOME
TOTAL GROSS MONTHLY INCOME					

* Employment, Social Security, welfare, retirement, veteran's Benefits, Rental Property Income, Bond and other Securities, Alimony, child Support, etc.

CLIENT CONFIDENTIALITY STATEMENT

All information requested by Central New Mexico Housing Corp. is for the purpose of qualifying clients for the New Mexico mortgage finance Authority's NM Energy\$mart weatherization program and is strictly confidential. I have read and understand this statement

Client Signature _____ Date _____ Intake Personnel _____ Date _____

APPLICATION TO RELEASE TO OBTAIN VERIFICATION OF INCOME AND FUEL CONSUMPTION

I authorize the NM EnergySmart weatherization staff to verify and examine the fuel consumption records of my house, available from the utility companies, to determine the impact of energy conservation services rendered to my house

As an applicant for the NM EnergySmart program, I do hereby give my permission to the program's staff administering the program to verify all household income prior to the starting date of the work to be done (each household member over 18 years old must sign below for verification of income.)

I understand that services cannot be provided if health and safety problems are beyond the scope of this program. It is the responsibility of the applicant to correct the unsafe conditions or to contact alternative funding sources for assistance.

I grant permissions to the NM EnergySmart staff, or its designee, to enter my property and to make applicable repairs for the weatherization of my home. I also release the pledge to hold harmless NM EnergySmart staff and volunteer assistants from and liability resulting from these repairs.

I certify that the home for which I am requesting weatherization assistance is not designated for acquisition or clearance by federal, state, or local programs within twelve (12) months from the scheduled completion date.

WARNING! Section 1001 of title 18 of the US code makes criminal offense to make willful statements or misrepresentations to any department or Agency of the United States as to matters within its jurisdiction.

ALL APPLICATION INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

_____ Signature of Applicant	_____ Date
_____ Family member	_____ Date
_____ Signature of Intake Person	_____ Date

Directions to your home if you do not have a street address: _____

FOR OFFICE USE ONLY
Method of Income Verification _____
Applicant is: Eligible _____ Ineligible _____ Reason for ineligibility _____
Source of income Documentation _____
I certify and have verified and found accurate the income of the applicant.

_____ Signature of NM EnergySmart Staff Member	_____ Date
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