



Summer Crisis Program Begins July 1, 2026, and ends September 30, 2026

The Summer Crisis Program assists residents at the 175% poverty level if they also meet at least one of the following Summer Crisis criteria:

1. Electric service has been disconnected, or there is a disconnect notice.
2. Need to establish new electric service.
3. At least one (1) household member is age 60 or older.
4. Or, if under the age of 60, a household member with a documented medical condition.

To apply for the SCP program:

- Starting your online application before your phone appointment is recommended.
 - **Starting July 1, 2026, an application can be started online via the state portal which now requires an OHID.**
 - To apply for the Energy Assistance Programs online, you must use a PC via CHROME, Firefox, Safari, or Microsoft Edge. The application process is not currently accessible using Internet Explorer or a mobile device such as a smartphone or tablet.
 - **If you do not have an OHID, follow these steps:**
 - Go to the energyhelp.ohio.gov page.
 - Click **"Create an OHID"** and **follow the six-step account creation process**. Setting up multi-factor authentication with your OHID is recommended for security purposes.
 - **If you have an OHID:**
 - Go to energyhelp.ohio.gov
 - Click **"Log in"**
 - Search for the **"Energy Assistance Portal tile"** under the app store.
 - Click **"Request Access"** to begin.
 - Click **"Open App"** to begin your application.

A Summer Crisis phone appointment is required if one of the above Summer Crisis criteria applies:

- **Starting June 29th, call to schedule a Summer Crisis phone appointment:**
 - **1-937-888-1032** or by going to: <https://oic.itfrontdesk.com>
 - *There is only (1) phone appointment per SCP season, and **YOU will NOT be able to reschedule your appointment.** If another appointment is needed, you will need to go to the HEAP drive-thru to request a new appointment.*

HEAP Drive-Thru, 920 W. Main St., Springfield OH 45504

NEW Business hours starting July 1, 2026

- **Monday-Thursday: 8:00-4:00**
 - Closed for lunch between 12:00-1:00.
- **Friday: 8:00-12:00, closed Friday afternoons.**
- Drive-thru is closed weekends and holidays.



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Your HEAP, PIPP, Summer Crisis Online Application Checklist

1. Complete Online Application:

- Ensure all household members are listed on the application including children.
- All information for each household member needs to be completed.

2. Upload all Required Documents:

- Proof of Citizenship for all household members. (Birth Certificate, Voter Registration Card, U.S. Passport, Social Security Card, additional accepted documents can be found on our website: www.oicofclarkco.org)
- Proof of Income for the last 30 days for every adult in your household over the age of 18. *Could include, but are not limited to:*
 - Paystubs: If paid weekly – (4) paystubs / if paid bi-weekly – (2) paystubs / if paid monthly – (1) paystub
 - 2026 Social Security / SSI /or SSDI Award Letter / or Bank Statement showing deposit
 - Pension or Widow's benefit
 - **Public Assistance:** Current 12-month printout of SNAP / TANF / HUD Housing Voucher / Child Support if paying or receiving to include current month.
 - **Unemployment:** Summary printout of current claim history.
 - **Self Employed and Seasonal Employed:** 2025 IRS Form 1040-entire document. If no taxes are filed, a Verification of Non-Filing IRS Transcript will be required.
 - **IRS information:** Phone: 1-800-908-9946 or On-line: <https://www.irs.gov/individuals/get-transcript>
 - **NOTE:** Self-Employed & Seasonal Employed adults, 18 years and older, will be required to provide income documentation for the last 12 months.
 - **Zero or Limited Income:** Documented proof of how household needs are being met. Self-Declaration of Income, **Letter of Support** and if no taxes are filed, a **Verification of Non-Filing IRS Transcript** will be required.
 - **The Letter of Support** document will need to include: A signature, date, address and phone number of the person(s) providing the support. The document will need to include months of support, support that was provided and amount of support. (The **Letter of Support form** is available at the HEAP drive-thru)
 - **IRS information:** Phone: 1-800-908-9946 or On-line: <https://www.irs.gov/individuals/get-transcript>

3. Utilities:

- Provide utility account numbers on application.
- Provide current utility bill with disconnection.
- If heat source is Propane or Fuel Oil - provide vendor bill with account number.

**These documents are required by the State of Ohio.
Incomplete documentation will delay the processing of your application.
During your phone appointment, your Case Manager will determine if any
additional documentation will be needed.**



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