

**WHEN APPLYING FOR UTILITY OR FUEL ASSISTANCE:**

1. **Consult your utility / energy provider FIRST to identify any possible means of assistance in regards to heating oil, electricity or natural gas. Providers include:**

- Heating oil suppliers
- Penelec **1-800-962-4848**
- PA Rural Electric Association (REA) **1-800-211-5667**
- Peoples Natural Gas **1-800-400-9276**

2. **Contact LIHEAP (Low Income Home Energy Assistance Program) by calling:**

On-Line at: [www.compass.state.pa.us](http://www.compass.state.pa.us)

PA Department of Welfare Office  
Johnstown office **(814) 533-2253**

LIHEAP Statewide Hotline: **1-866-857-7095**

LIHEAP (TDD) Hotline: **1-800-451-5886**

3. **If the emergency energy assistance is still required - contact a social service agency to schedule an application appointment:**

Catholic Charities – Johnstown: **(814) 535-6538**

- **During your appointment, you will be required to provide proof of your household's income for the past thirty days.**
- **During your appointment, you will be required to provide proof of your household's expenses for the past thirty days.**
- **During your appointment, you will be required to provide social security numbers and dates of birth for all occupants of your household.**
- **If you are seeking agency assistance for a non-delivered utility such as electric or natural gas, during your appointment you will be required to provide a termination notice for that utility.**

- If you are seeking agency help for a non-delivered utility such as electric or natural gas, during your appointment you will be required to provide a copy of your most recent monthly utility bill.

4. If you have questions or need additional assistance – contact:

- Catholic Charities – Johnstown (814) 535-6538
- Community Action Partnership (814) 536-9031
- Your respective utility provider

5. For additional information – the following websites are available:

Catholic Charities [www.catholiccharities.dioceseaj.org](http://www.catholiccharities.dioceseaj.org)

Dollar Energy Funds [www.dollarenergy.org](http://www.dollarenergy.org)

REA Energy [www.reaenergy.com](http://www.reaenergy.com)

Dominion Peoples [www.dom.com](http://www.dom.com)

Penelec/First Energy [www.firstenergycorp.com](http://www.firstenergycorp.com)

Cambria County [www.cambriacountypa.gov](http://www.cambriacountypa.gov)

## ***Winter Heating Conservation Tips***

Here are tips consumers can follow during the winter months to stay warm and save on energy bills at little or no cost:

### **General Conservation Tips:**

- **Close draperies** at night and on cloudy days and open them on sunny days.
- **Trim or remove evergreens and shrubs** that block out the sun, but only if they are not needed more for summer shade or as a windscreen.
- **Use a sunny room** as living space to read the paper or eat a meal on sunny, cold days. Upholstered furniture will soak up the heat when placed in a sunny spot.
- **Install your storm doors and windows.**
- **Purchase plastic window covering kits or interior storm window kits.** Carefully follow instructions.
- **Seal doors** with draft-reducing weather-stripping and door sweeps.
- **Lower your thermostat** to 65 degrees while you're away during the day.
- **Use more blankets** in bed at night to keep your body warm enough without warming your whole home.
- **Replace furnace filters** regularly.
- **Dress warm.** Wear layers of clothing, such as a sweater over a shirt over an undershirt. This insulates the air trapped between the layers.
- **Lower the water heater thermostats** to the lowest level that meets your hot water needs (midway between the "low" and "medium" settings on many units). Each decrease of 10 degrees saves five percent on water heating costs.

### ***Zone Heating Tips:***

- **Use zone heating in areas of the home where you spend most of your time** (such as the downstairs), by using an approved and properly installed space heater. Close unoccupied rooms that are isolated from the warm zone and turn down the house's central heating system to 55 degrees.
- **However, do not close off rooms so tightly that you prevent air from reaching gas-fueled water heaters, furnaces, ranges or other gas-fueled appliances. This could create an unsafe build-up of carbon monoxide that can be fatal. You need to ensure those appliances are exposed to adequate air circulation.**
- Make sure the unused space gets enough heat in winter to prevent plaster from cracking or pipes from freezing.
- Most of the air supply registers on a heat pump system should remain at least partially open to avoid damage to the system.
- **FOR YOUR SAFETY: Remember to keep all heat sources at least three feet from walls, drapes, furniture, or other flammable objects, and avoid using an extension cord with heat sources. Follow all safety tips provided with your heater.**

## ***Winter Oil Heat Usage Tips***

Here are a few tips on preparing for winter that will give you peace of mind, save a few dollars and help keep your home and family warm and cozy.

### **Arrange for Automatic Delivery From Your Full-Service Oil Heat Company**

Automatic delivery means your oil heat dealer puts you on a delivery schedule so you'll never run out of fuel during the cold winter months. The dealer determines your schedule by looking at recent temperatures, measured in heating degree-days, and at your historical fuel consumption.

### **Consider a Price Protection Plan**

Many dealers now offer oil buying plans that lock in or cap the price of oil for the entire heating season. If there is volatility in world energy markets during the winter, these types of programs can save you money. For tips on oil buying plans visit the state energy office website.

### **Turn Down Your Thermostat**

You can save about 10 percent on your heating bills if you turn down your thermostat by 10 degrees for eight hours a day. You can turn it down during the day, while you're at work, or overnight, while you sleep.

### **Don't Block the Heat**

For hot water systems, move furniture and draperies away from radiators so heat can enter your room and circulate throughout the house.

### **Vacuum Warm Air Registers**

If you have a warm air heating system, make sure you vacuum the air registers on a regular basis and make sure carpets or furniture does not block them.

### **Let the Sun Shine in**

During the day, you can get the most warmth out the winter sun by opening the shades, blinds or drapes on your south-facing windows.

### **Not Too Late to Insulate**

Insulate areas through which heat is lost. Add insulation to your unfinished attic. Put insulation between the floor joists and against the walls in your unfinished basement. Also, feel for air leaks around windows, bathtubs, fireplaces and electrical outlets. Caulk small leaks. Put plastic over old windows and begin budgeting the cost to replace such windows.

## ***WINTER ENERGY SAFETY TIPS***

### **GENERAL HEATING SAFETY TIPS:**

The U.S. Consumer Product Safety Commission recommends the following **safety** tips for space heaters:

- Select a space heater with a guard around the flame area or the heating element to protect children and clothing.
- Keep children and pets away from space heaters. Some heaters get very hot. Children should not be permitted to either adjust the controls or move the heater.
- When selecting a heater, look for one that has been certified by a nationally recognized testing laboratory.
- Buy a heater that is the correct size for the area you want to heat. The wrong size heater could produce more pollutants and may not be an efficient use of energy.
- Read and follow the manufacturer's operating instructions, and make sure all members of the household understand how to operate the heater safely.
- Keep doors open to the rest of the house if you are using an un-vented fuel-burning space heater. This helps to prevent pollutant build-up and promotes proper combustion. Even vented heaters require ventilation for proper combustion.
- Never leave a space heater on when you sleep or leave the area. This is a carbon monoxide and fire hazard.
- Never use or store paints, solvents or flammable liquids around a space heater. Flammable vapors can ignite.
- Be aware that mobile homes require specially designed heating equipment. Only electric or vented fuel-fired heaters should be used.
- Place heaters at least three feet away from objects such as bedding, furniture and drapes.
- Never use heaters to dry clothes or shoes.
- Do not place heaters where towels or other objects could fall on the heater and start a fire.
- Equip your home with at least one smoke alarm on each floor and outside sleeping areas.
- Install a carbon monoxide alarm that meets the requirements of the current UL standard 2034 or the IAS 6-96 standard in the hallway near every separate sleeping area of the home.
- Keep at least one dry-powder operative, ABC-type fire extinguisher in the home at all times.
- Keep areas around heat sources free of papers and trash.
- Have annual safety checks on all home-heating equipment.

## ***SAFETY TIPS FOR WOOD OR COAL BURNING HEATERS***

- Existing building codes and manufacturer's instructions must be followed during installation.
- Buy wood-burning stoves that are certified as meeting EPA emission standards.
- Check chimney and stovepipes frequently during the heating season for creosote build-up and have them cleaned annually. Also make sure you have an adequate supply of fresh air.
- Stoves must be placed on an approved floor protector or fire resistant floor, and must be located at least 18 inches from the wall and three feet from draperies, furniture and other combustible materials.
- Do not burn trash or anything other than the proper fuel. In a wood-burning heater, use only dry, seasoned wood and not Christmas trees or other highly volatile wood products.
- Use a metal container for ash removal.

## ***SAFETY TIPS FOR KEROSENE SPACE HEATERS***

- Never use gasoline in kerosene heaters. Even very small quantities of gasoline in the heater tank can cause a fire. Kerosene should never be stored or carried in a container that has contained gasoline because the residual gasoline is enough to increase the flammability of the kerosene.
- Only use 1-K kerosene in kerosene heaters. Kerosene should be purchased from a dealer who can certify that it is 1-K grade kerosene. The fact that kerosene is "water clear" does not ensure that it is 1-K.
- Never fill the fuel tank of a kerosene heater beyond the full mark. As the fuel warms, it expands and could spill and cause a fire.
- Do not attempt to remove the fuel tank, or refuel the heater when it is operating or hot. The heater should not be moved while it is operating. Refuel the heater out of doors.
- If flare-up or uncontrolled flaming occurs, do not attempt to move the heater. If your heater is equipped with a manual shut-off switch, activate the switch to turn off the heater. Do not attempt to extinguish a kerosene-heater fire with water or blankets. If activation of the shut-off switch does not extinguish the flame, leave the area and immediately call the fire department.
- Keep kerosene stored outside in a sealed blue container labeled "Kerosene."



## ***SAFETY TIPS FOR PORTABLE ELECTRIC SPACE HEATERS:***

- Portable electric heaters made after 1991 include many new performance requirements to enhance safety.
- A tip-over switch on some models will turn the heater off when it is tipped until it is turned upright again.
- Some new heaters also include indicator lights to let users know that the heater is plugged in or is turned on.
- Some manufacturers include safety controls like infrared or proximity sensors that can turn a heater off when objects come too close, or when children or pets are near.
- Use heaters on the floor. Never place heaters on furniture.
- Do not use heaters in wet or moist places, such as bathrooms, unless certified for that purpose.
- Do not hide cords under rugs or carpets. Placing anything on top of the cord could cause the cord to overheat, and can cause a fire.
- Do not use an extension cord unless absolutely necessary. Using a light-duty, household extension cord with high-wattage appliances can start a fire. If you must use an extension cord, it must be marked #14 or #12 AWG; this tells the thickness or gauge of the wire in the cord.
- Be sure the plug fits snugly in the outlet. Since a loose plug can overheat, have a qualified repairman replace the worn-out plug or outlet. If the plug feels hot, unplug the heater and have a qualified repairman check for problems. If the heater and its plug are found to be working properly, have the outlet replaced.
- If a heater is used on an outlet protected by a ground fault circuit interrupter (GFCI) and the GFCI trips, do not assume the GFCI is broken. Because GFCIs protect the location where leakage currents can cause a severe shock, stop using the heater and have it checked, even if it seems to be working properly.
- Broken heaters should **ONLY** be checked and repaired by a qualified appliance service center.

# **ENERGY BUDGET SHEET**

This energy budget sheet is being provided by the Cambria County Fuel Crisis Task Force in an effort to assist homeowners and renters in budgeting their income to help offset fuel and energy expenses this winter.

# ENERGY BUDGET SHEET

## FIXED EXPENSES

EXPENSE	AMOUNT	EXPENSE	AMOUNT
Mortgage or Rent		Medical Supplies	
Fire or Rental Insurance		Health/Dental/Vision Insurance	
Real Estate Taxes		Life Insurance	
Natural Gas		Child Support / Alimony	
Oil/Kero/Propane/Coal/Wood		Child Care / Student Tuition	
Electric		School Lunch	
Water		Loan #1	
Sewage		Loan #2	
Garbage		Loan #3	
Primary Phone (cell or landline)		Credit Card #1	
Car Payment		Credit Card #2	
Car Insurance		Credit Card #3	
Medication		Fines	

TOTAL: \_\_\_\_\_

# ENERGY BUDGET SHEET

<b><i>FLEXIBLE EXPENSES</i></b>		<b>EXPENSES</b>	
<b>EXPENSE</b>	<b>AMOUNT</b>	<b>EXPENSE</b>	<b>AMOUNT</b>
Cable		Church / Charity	
Internet		Eating Out / Snacks	
Gasoline		Pet Food & Expenses	
Bus Tokens		Hair / Nails / Tanning	
Car / Home Repairs		Clothing	
Groceries (amt over food stamps)		Tobacco	
Personal Care / Household		Alcohol	
Laundromat / Dry Cleaners		Newspapers / Magazines	
Medical Bills		Rent to Own	
Legal Fees		Lottery / Bingo	
Moving Expenses		Cable Extras	
Stolen Money (police report)		Cell Phone Extras	
		Entertainment	
		Hobbies / Gifts / Lessons	

TOTAL: \_\_\_\_\_

TOTAL: \_\_\_\_\_