Checklist of Income Qualification Documents for MI Home Energy Rebates Program

Here's a checklist of the documents you can submit to verify your household income. Preparing these documents ahead of time and having them ready to upload to our secure platform will help speed up the verification process.

Do You Participate in a Recognized State or Federal Program Listed in Path A?

Yes (Path A) → The program will attempt to verify enrollment in your selected program below via Michigan public assistance database(s). If enrollment cannot be confirmed this way, more information will be requested. Please note, this will result in a public assistance enrollment lookup through a third party, which may take additional processing time.

No (Path B) → Send your income documents (listed in Section ii). If you have multiple streams of income, please provide documentation for each one. Provide income documentation for ALL members of your household.

PATH A: Recognized State and Federal Programs

If you participate in one of the recognized programs listed below, the program will attempt to verify enrollment in your selected program via Michigan public assistance database(s). If enrollment cannot be confirmed this way, we will request additional information from you.

Please indicate which program your household participates in:

I participate in: _____ Medicaid _____ Supplemental Nutrition Assistance Program (SNAP)
_____ Low Income Home Energy Assistance Program (LiHEAP)

**Additional recognized state and federal programs will be added to this path in late 2025.*

PATH B: Income Documentation

If you are following Path A above, then you may skip this section and proceed with your application.

Please provide the income documents of all adult occupants over the past 12 months. Information from prior tax year earnings will also be acceptable.

Checklist continued on next page...

Contact: mienergyrebates@clearesult.com | 855-510-7080 | mienergyrebates.clearesult.com

Checklist of Income Qualification Documents for MI Home Energy Rebates Program

Here's a checklist of the documents you can submit to verify your household income. Preparing these documents ahead of time and having them ready to send.

i. Provide Your Federal Tax Return

If you provide your Federal Tax Form 1040 or 1040-SR, then you do not need to provide any additional documents.*

- ☐ Federal Tax Return

ii. Provide Other Income Documents

If you are unable to provide your federal tax return, then you must provide at least 2 documents from the checklist below.* Exception: If wage income is your only source of income, no additional document is needed.

OTHER TAX DOCUMENTS

- ☐ **Self-Employment Income** from the most recent year's tax return for the business, including all applicable schedules.
- ☐ **Form 1099 and IRS Verification** of Non-filing Letter.

WAGE INCOME DOCUMENTS

- ☐ **Pay Statements:** If you're paid bi-weekly, attach two to three pay statements. If you're paid weekly, attach four to five pay statements.
- ☐ **Form W-2 (Seasonal Only):** If the household member is a seasonal employee (a person whose main source of income is inconsistent throughout the calendar year), the annual income must be provided for both wages and unemployment compensation received in the prior tax year.

RETIREMENT INCOME DOCUMENTS

- ☐ **Pension(s):** Award letter or letter from administrative agency; pension check stubs; Form 1099; statements attached to the pension checks.
- ☐ **Social Security:** Award letter or Form 1099.
- ☐ **401(k):** 401(k) retirement plan statement; Form 1099; award letter; statement of benefit.
- ☐ **Pensions, Annuities, and IRAs:** Check stubs; statements attached to the disbursement checks; Form 1099; award letter; statement of benefits.

UNEMPLOYMENT INCOME DOCUMENTS

- ☐ **Proof of unemployment:** Income statement.
- ☐ **Strike Benefits:** Award letter; copy of checks; letter from appropriate administrative agency.

GOVERNMENT ASSISTANCE INCOME DOCUMENTS

- ☐ **Social Security Disability Insurance:** SSA benefit verification letter; SSA-1099 Social Security Benefit Statement; SSA Form 2458.
- ☐ **Veterans Benefits:** Award letter from Veterans Affairs (VA) or the Department of Defense; current VA benefit check stub; Form 1099.
- ☐ **Workers' Compensation:** Award letter from Workers' Compensation Board; current check showing gross benefit, frequency of benefit, and date of loss of employment.

**Please note, you may be contacted to provide additional documentation or information based on your specific situation.*

We're Here to Help

Are you eligible but don't have the supporting documents?
Please reach out to our income specialists for assistance.

Contact:

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