



HOW-TO

OTTAWA – FREE A/C PILOT PROGRAM APPLICATION



BACKGROUND

Ottawa ACORN (Association of Community Organizations for Reform Now) advocated to City Hall for funding for a program that could provide free A/C units to low-income Ottawa tenants.

PROCESS



Step 1:
Phone Intake

Step 2:
In-Person
Appointment

Step 3:
City Decision

QUICK ELIGIBILITY CHECK

- ☒ Low income
- ☒ An Ottawa resident
- ☒ NOT currently receiving ODSP/OW
- ☒ Has A Medical Need for A/C*

PHONE INTAKE SCRIPT

Call 3-1-1 Weekdays
8:30am-4pm

Select 1 for English 2 for French

Select 4 for Community & Social Services

“Hi, my name is _____ and I’m a member of ACORN. I do not receive ODSP/OW payments, and I would like to apply for the Air Conditioner pilot program under EHSS.”

“MEDICAL NEED”

This program **does not** require medical documentation. **If having an A/C unit would positively benefit your health, you have a medical need for cooling.** Particularly for people with permanent or temporary disabilities, seniors, and new or expecting parents.

There are limited resources available and the coordinators may attempt to cancel your application if you are not high risk. If they tell you you are ineligible due to lack of medical need, ask them to submit your application anyway and contact ACORN. We can advise you on how to proceed.

WHAT INFO DO THEY ASK FOR?

Identifying Information:

Name.
Current address.
Citizenship status.
SIN#.
Marriage Status.

Financial Information:

Monthly income (from all sources).
Asset value (Value in all bank accounts, vehicles, properties)
Current Open Loans
Number of dependants.

Other:

Current Access to A/C
Declaration of Medical Need*

ON ODSP/OW?

Though you’re not eligible for this program, talk to your caseworker/regional office about Discretionary Funding for an A/C unit. You can get a unit partially or fully covered depending on your region.

