

Social Security Number (SSN) Waiver Request
Iowa LIHEAP Program

DCAA prior approval is required when requesting a waiver from the Social Security Number (SSN) verification documentation. See the *Social Security Number (SSN) Documentation Requirements* Section of the *Iowa LIHEAP Policy and Procedures Manual* for more information.

Agency _____ Date _____

Contact Person _____ Phone _____

Client Name _____ Phone _____

Address _____ City, Zip _____

The Social Security Number (SSN) of each household member, regardless of age, must be provided in order for the household to be deemed eligible (unless presenting a current Iowa Driver's License - See the *Iowa LIHEAP Policy and Procedures Manual* for more information). Waivers may be granted in certain hardship cases for a child 18 or younger, on a case-by-case basis. Relevant information must be documented for the file, and the household made aware that this is a one-time only waiver.

Reason for Request

Has a waiver been previously requested for this individual? ___ Yes ___ No

If yes, when? _____

DCAA Review

Approval ___ Yes ___ No

Reviewed By _____ Date _____

Comments
