



March 10, 2023

Dear Resident,

Home Forward has been given a limited number of air conditioners through a grant with Portland Clean Energy Fund and Earth Advantage. These air conditioners may be available to you if:

- You have a health condition that's worsened by high temperatures and,
- You live in a building where the electrical capacity of your building can tolerate an air conditioner.

If you need cooling in your home, please take the following steps:

1. Fill out the form [here](#).
2. Return your completed [form](#) to your Property Management Office or Resident Service Coordinator.

It usually takes at least two weeks for installs to occur after the request has been approved. If you need assistance with filling out the attached form, please reach out to your Property Manager or Resident Services Coordinator. If you already have an air conditioner or received an air conditioner in 2022, please know that only one air conditioner will be provided through this program.

Sincerely,

Home Forward Integrated Facilities & Safety Team