

MANUAL MATERIAL TRANSMITTED

MANUAL: INCOME MAINTENANCE

CHANGE NUMBER: 66

DELETE

INSERT OR CHANGE

PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
205 - 206	19	1/96	205	19	3/97
			206	19	1/96

DATE: January, 1997 **TO:** All Income Maintenance Manual Holders

Please note correction of a typographical error regarding the percentage increment for coal.

The typo .5 has been corrected to 2.5.

Questions should be directed to the Bob Kent, IM Projects Unit in the Office of Family Support.

for home heating.

Percentage increments were devised for certain types of energy. These percentages will be applied to the base amount to arrive at the amount of increment for each type of energy. The base amount plus the incremental amount will represent the regular LIEAP benefit.

The percentage increments are as follows:

<u>Type of Home Heating</u>	<u>Percentage Increments</u>
Natural Gas	2.5
Liquefied Petroleum Gas	5.0
Coal	2.5
Wood	None
Electricity	5.0
Fuel Oil and Kerosene	3.0

EMERGENCY LIEAP PAYMENTS WILL NOT BE AFFECTED BY THE PERCENTAGE INCREMENTS.

Fractional amounts will be rounded up to the nearest whole number when the fraction is .5 or more. Fractional amounts will be dropped when the fractional amount is .4 or less.

EXAMPLES:

- ° LIEAP applicant who uses fuel oil is approved for a base amount of \$122. ($\$122 \times .03 = \$3.66 + \$122 = \125.66) \$126 is the amount of the regular LIEAP benefit.
- ° LIEAP applicant who uses LPG is approved for a base amount of \$150. ($\$150 \times .05 = \$7.50 + \$150 = \157.50) \$158 is the amount of the regular LIEAP payment.

c. Emergency LIEAP Benefits

The amount of the emergency LIEAP benefit will be determined by the following:

- The amount of the regular LIEAP payment that the household was found eligible to receive,

and

- The amount of the maximum allowable payment of a combined regular and emergency LIEAP payment for each benefit group, and
- The amount of the payment required to eliminate the emergency.

The amount of the emergency LIEAP payment will be determined as follows:

STEP I - The amount of the regular LIEAP benefit is counted against or subtracted from the amount of the maximum allowable benefit. The remainder and the amount of payment required to eliminate the emergency is used to compute the amount of the emergency LIEAP payment.

STEP II - When the amount of payment required to eliminate the emergency is less than or equal to the remainder, that amount (the amount required to eliminate the emergency) will be the amount of the emergency LIEAP payment.

STEP III - When the amount of the payment required to eliminate the emergency exceeds the remainder, that amount (the amount required to eliminate the emergency) must be reduced by the amount of the excess. The result is the amount of the emergency payment.

EXAMPLES:

- Client receives a regular LIEAP payment of \$126 in January. In March, he is found eligible for emergency LIEAP. The amount required to eliminate the emergency is \$100, and the maximum allowable amount for the benefit group is \$300.

$$\$300 - \$126 = \$174.$$

\$100 is less than \$174.

\$100 is the amount of the emergency LIEAP payment.

- Same example as above except the amount required to eliminate the emergency is \$174.