

26.2 ELIGIBILITY REQUIREMENTS

This section contains the eligibility requirements for both Regular and Emergency LIEAP, as well as other information about the LIEAP benefit.

A. REGULAR LIEAP

Eligibility for Regular LIEAP is based on a number of factors, including income, AG size, vulnerability to the cost of home heating, residence and citizenship.

1. Income

The total monthly gross income of the assistance group (AG) must not be more than the maximum allowable gross income amounts in the chart in Chapter 10, Appendix A. No income deductions or disregards apply except in the determination of gross profit for self-employment. When the gross monthly income of the AG exceeds the maximum allowable income amounts, the group is ineligible for LIEAP and the application is denied.

a. Determining the Month Income is Counted

Income received or expected to be received during the month of application is used to determine eligibility.

EXAMPLE: Application for LIEAP is made on December 30. Income the AG received during the month of December is used to determine eligibility.

EXAMPLE: Customer applies for LIEAP by mail on November 16. Income received or expected to be received in the month of November is used to determine eligibility.

b. Determining Gross Monthly Income

When the AG has income which is received on a regular basis and no changes are expected during the application month, the amount of earned and unearned income from each source must be converted to a monthly amount as follows:

- Convert weekly income by multiplying by 4.3.
- Convert bi-weekly (every 2 weeks) income by multiplying by 2.15.

Low Income Energy Assistance Program (LIEAP)

1. Emergency Assistance

When an applicant for Emergency Assistance requests benefits to eliminate a home heating emergency, the amount of any LIEAP payment made, but not yet credited to the account, or that will be made is not deducted from the ongoing overdue bill when computing the daily average amount. It is subtracted from the minimum payment due before determining the amount the Department will pay through the Emergency Assistance Program. However, the receipt of Emergency Assistance does not affect eligibility for Emergency LIEAP.

2. 20% Utility Discount Program

The receipt of benefits under the 20% utility discount program does not affect eligibility for Emergency LIEAP.