

26.1 INTRODUCTION

The Low Income Energy Assistance Program (LIEAP) provides financial assistance to eligible Assistance Groups (AGs) that are responsible for a home heating cost. It is not the purpose of this program to meet the entire cost of home heating during the winter season, but it is designed to partially offset the cost.

The program is time-limited and dependent on the availability of federal funds. It is subject to closure without prior notice when funds are deemed to have been exhausted. Funds are normally disbursed on a first-come, first-serve basis, but may also be subject to disbursement based on need. When this occurs, priority is given to those groups of individuals with the greater energy burden as demonstrated by income, AG size and heating cost.

Program operation is accomplished by automatic payments, mail-out applications, outreach, and an open application intake period for both Regular and Emergency LIEAP.

A. AUTOMATIC PAYMENTS

Households who indicated on RAPIDS screen ASEQ that they would like to be evaluated for an automatic issuance of LIEAP, if determined eligible, will not be mailed a LIEAP application. These households will be mailed a LIEAP Pre-Authorization Notice, DFA-LIEAP-9, that will consider them for an automatic LIEAP payment once returned to the Department of Health and Human Resources (DHHR). To be eligible for this automatic payment the household must use electric, natural gas or bulk fuel as their main heat source. **Electric and natural gas must be regulated by Public Service Commission (PSC) of West Virginia. Bulk fuel, such as bottled gas, fuel oil, coal, wood, wood pellets, propane, etc., are non-PSC regulated.** If the household fails to complete the notice and return it to DHHR by the due date, it will not be considered for an automatic payment. No further action is required once the completed DFA-LIEAP-9 is received as long as all other eligibility requirements are met. The household will be sent an approval notice and the payment will be sent directly to their electric or natural gas provider. A denial notice will be issued if the household does not meet eligibility requirements. If a household received LIEAP the previous year and the DFA-LIEAP-9 is not returned, an application will be mailed to them at a later date. Once the notice is received it is the responsibility of the Worker to enter the information on RAPIDS screen BIHP.

NOTE: If a household fails to return the DFA-LIEAP-9 by the due date or it is incomplete, it will not be considered for an automatic payment and will have to apply during the Regular LIEAP season.