

STATE OF VERMONT
AGENCY OF HUMAN SERVICES

DCF

Department for Children and Families

BULLETIN NO.: 07-34

FROM: Joe Patrissi, Deputy Commissioner

DATE: October 8, 2007

SUBJECT: Fuel Program Procedures – Income Maximums and Fuel Tables

CHANGES ADOPTED EFFECTIVE 11/1/07

INSTRUCTIONS

- Maintain Manual - See instructions below.**
- Proposed Regulation - Retain bulletin and attachments until you receive Manual Maintenance Bulletin: _____**
- Information or Instructions - Retain until _____**

MANUAL REFERENCE(S):

P-2905 A
P-2905 B
P-2905 C
P-2905 D
P-2910 A-B
Forms Manual

This bulletin revises procedures to reflect changes in the fuel program.

- At P-2905 A and B the Seasonal Fuel tables have been updated with an increase in allowable income maximums at 125% of Poverty Guidelines as issued by the Department of Health and Human Services.
- At P-2905 C the Standard Heating Subsidy Tables have been updated to reflect changes received from the Vermont State Housing Authority regarding fuel and utility levels included in housing subsidies
- At P-2905 D the tables reflect an increase in the deductions for meals and snacks as a business expense and an increase in the allowances for room and board.
- At 2910 A-B the Crisis Fuel table has been updated with an increase in allowable income maximums based on 150% of the Poverty Guidelines as issued by the Department of Health and Human Services.
- The 2007-2008 application for seasonal fuel assistance

Manual Maintenance

GA-VHAP Procedures Manual

Fuel Procedures

Remove

P-2905 A (06-40)
P-2905 B (06-40)
P-2905 C (03-13)
P-2905 D (06-40)
P-2910 A-B (06-40)

Insert

P-2905 A (07-34)
P-2905 B (07-34)
P-2905 C (07-34)
P-2905 D (07-34)
P-2910 A-B (07-34)

Forms Manual

ESD 201SF (R 07/06) (06-40)

ESD 201SF (R 07/07) (07-34)

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P-2905 A

P-2905 Fuel TablesA. Allowable Income Maximums

<u>Size of Household</u>	<u>Maximum Net Monthly Income</u>
1	1064
2	1426
3	1789
4	2151
5	2514
6	2876
7	3239
8	3601
9	3964
10	4326
11	4689
12	5051
13	5414
14	5776
15	6139

For each additional person add \$ 363.

P-2905 Fuel Tables (Continued)

B. Household Income per Month as a Percentage of Poverty Based on Household Size

Household Size	less than 45%	45% to 54%	55% to 64%	65% to 74%	75% to 84%	85% to 94%	95% to 104%	105% to 114%	115% to 125%
1	\$0 to \$382	\$383 to \$459	\$460 to \$544	\$545 to \$629	\$630 to \$714	\$715 to \$799	\$800 to \$885	\$886 to \$970	\$971 to \$1064
2	\$0 to \$513	\$514 to \$616	\$617 to \$730	\$731 to \$844	\$845 to \$958	\$959 to \$1072	\$1073 to \$1186	\$1187 to \$1300	\$1301 to \$1426
3	\$0 to \$643	\$644 to \$772	\$773 to \$915	\$916 to \$1058	\$1059 to \$1202	\$1203 to \$1345	\$1346 to \$1488	\$1489 to \$1631	\$1632 to \$1789
4	\$0 to \$774	\$775 to \$929	\$930 to \$1101	\$1102 to \$1273	\$1274 to \$1445	\$1446 to \$1617	\$1618 to \$1789	\$1790 to \$1961	\$1962 to \$2151
5	\$0 to \$904	\$905 to \$1085	\$1086 to \$1287	\$1288 to \$1488	\$1489 to \$1689	\$1690 to \$1890	\$1891 to \$2091	\$2092 to \$2292	\$2293 to \$2514
6	\$0 to \$1035	\$1036 to \$1242	\$1243 to \$1472	\$1473 to \$1702	\$1703 to \$1932	\$1933 to \$2162	\$2163 to \$2393	\$2394 to \$2623	\$2624 to \$2876
7	\$0 to \$1165	\$1166 to \$1399	\$1400 to \$1658	\$1659 to \$1917	\$1918 to \$2176	\$2177 to \$2435	\$2436 to \$2694	\$2695 to \$2953	\$2954 to \$3239
8	\$0 to \$1296	\$1297 to \$1555	\$1556 to \$1843	\$1844 to \$2131	\$2132 to \$2420	\$2421 to \$2708	\$2709 to \$2996	\$2997 to \$3284	\$3285 to \$3601
9	\$0 to \$1426	\$1427 to \$1712	\$1713 to \$2029	\$2030 to \$2346	\$2347 to \$2663	\$2664 to \$2980	\$2981 to \$3297	\$3298 to \$3614	\$3615 to \$3964
10	\$0 to \$1557	\$1558 to \$1868	\$1869 to \$2215	\$2216 to \$2561	\$2562 to \$2907	\$2908 to \$3253	\$3254 to \$3599	\$3600 to \$3945	\$3946 to \$4326

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P-2905 C

P-2905 Fuel Tables (Continued)C. Standard Heating Subsidy Table

Each household living in subsidized housing has its annual heating cost reduced by an annual heating subsidy.

The tables give annualized subsidy amounts based on housing type, primary fuel type, and number of bedrooms. The subsidy amounts are from the Vermont State Housing Authority Utility Allowance Schedule effective November 1, 2005.

Note: Use the figures for wood heat when a household heats with coal.

Multi-Family Dwelling

Number of Bedrooms

	0	1	2	3	4	5
Natural Gas	384	516	636	756	888	888
Bottled Gas	204	456	708	960	1212	1212
Oil	468	708	948	1176	1416	1416
Kerosene	840	912	984	1044	1116	1116
Electric	756	840	924	1008	1080	1080
Wood	300	456	600	756	900	1056

Single-Family Dwelling - (including mobile homes)

Number of Bedrooms

	0	1	2	3	4	5
Natural Gas	552	672	804	924	1056	1056
Bottled Gas	624	876	1128	1380	1632	1632
Oil	564	816	1032	1272	1512	1512
Kerosene	840	912	984	1044	1116	1116
Electric	1392	1476	1548	1632	1716	1716
Wood	300	456	600	756	900	1056

P-2905 Fuel Tables

D. Business Expenses - Providing Day Care Meals and Snacks (Effective 10/1/07)

Applicants providing day care in their own homes are entitled to deduct, as a business expense from earned income, the cost of meals and snacks provided to those children. Use the following standard deductions per child per day unless the day care provider submits information from self-employment tax forms (see P-2900 G).

Breakfast	\$1.11 per day
Lunch only	\$2.06 per day
Dinner only	\$2.06 per day
Snack	\$.61 per day

In cases that have documented non-meal related expenses, follow these directions:

- a) Manually figure the total monthly meal expense using the higher of the standard deduction table or the actual verified expenses. Convert weekly (biweekly) expenses to a monthly figure, by multiplying by 4.3 (2.15).
- b) Figure the monthly total for non-meal related expenses.
- c) Add a) and b) then enter the total in the ACTUALS field on the DCIN panel in ACCESS. For these cases the entries in the meals field will be disregarded and the amount in the ACTUALS field will be used.

Business Expenses - Providing Room and Board (Effective 10/1/07)

Use either A or B below, whichever is higher, for the business expense deduction.

ACCESS		Group Size					
A.	Code Type	1	2	3	4	5	6+
	1 Room Only	131	241	344	438	520	624
	2 2/3 Board	108	199	284	361	429	515
	3 Board Only	162	298	426	542	643	772
	4 Room and 2/3 Board	239	440	628	799	949	1139
	5 Room and Board	293	539	770	980	1163	1396

- B. The actual documented amount of business expenses for room and/or board providing the amount does not exceed the income received from the roomers and boarders.

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P-2910 A

P-2910 Crisis Assistance ProgramA. Application (2952)

Households that experience a heating crisis during regular office hours may apply for crisis assistance at their local Community Action Agency.

After office hours and on weekends or holidays, households with a heating crisis may call the Department for Children and Families toll-free number in Waterbury: 1-800-287-0589.

B. Allowable Income Maximums (2953)

<u>Size of Household</u>	<u>Countable Monthly Income</u>
1	\$ 1277
2	1712
3	2147
4	2582
5	3017
6	3452
7	3887
8	4322
9	4757
10	5192
11	5627
12	6062
13	6497
14	6932
15	7367

For each additional person, add \$ 435