



Utah Weatherization Program Notice

Effective Date 12-20-2012

UWPN # 12-8

Subject: Residency Status

Basis: Program Amendment

Purpose: The Utah Weatherization Assistance Program is the recipient of LIHEAP Crisis funds awarded from the Utah HEAT program. The purpose of these funds is to mitigate crisis situations for HEAT qualified applicants. Since the HEAT program residency requirements differ from the Weatherization program allowances need to be made to allow us to fulfill our responsibilities to that contract.

Scope: This will affect all future applicants from the effective date forward.

Responsibilities:

Local Agencies –

- Effective immediately the local agencies will service all LIHEAP Crisis applicants under the age of 18 and comply with the provisions of the changes to section C3. LIHEAP Crisis

State WAP Staff –

- Coordinate with Utah HEAT program to help in policy change.
- Amend program guidelines, Section C1. 4. B. ii., C2. 2. i., Section C3. 3. a. & b. added

Brad Carpenter
Program Specialist
Utah Weatherization

2012-061	12/20/2012 11:44:35	C3. 3. a. & b.	Created new section to address LIHEAP Crisis residency status.	<p>3. Residency Status</p> <p>a. To be considered for eligibility all applicants must be an adult (18 years old) and US Residents, or a "Qualified Alien".</p> <p>i. US residents would typically have a birth certificate from the US or Social Security card.</p> <p>ii. Qualified Aliens are residing in the US in a legal status and are in possession of documentation that indicates that status. Please refer to Attachment #3 - Form M-396 Attachment</p> <p>iii. Any applicant who cannot produce documentation indicating citizenship or qualified alien status are not eligible.</p> <p>iv. Social Security numbers will be requested for all residents 18 or older. This is needed to identify employment using E-Share or E-Rep. Refusals to provide this information will be dealt with by the local agency on a case-by-case basis. A copy of the Social Security Cards should not to be requested unless there are discrepancies in the information being supplied</p> <p>v. Total income from all of the occupants of the home must be counted, but only those individuals that are citizens or qualified aliens will be counted towards the Total in Household count when determining priority points.</p> <p>b. Applicants who are under the age of 18 may have their non-US citizen parent or guardian apply for LIHEAP Crisis on their behalf. ALL of the following conditions must be adhered to.</p> <p>i. The applicant must be a current HEAT recipient.</p> <p>a. Their status must be verified using SEALWorks and a copy of that document must be in the client file.</p> <p>ii. The local Agency will not qualify the applicant using HEAT rules unless:</p> <p>a. The Agency is an approved HEAT agency; and</p> <p>b. The Agency is doing the qualification under their responsibilities as an approved HEAT office; and</p> <p>c. The Agency places the applicant in the SEALWorks system prior to doing the Crisis Application.</p> <p>iii. The Agency will only use LIHEAP Crisis funds.</p> <p>iv. The Agency will be limited to mitigation of the Crisis. No work that would be considered general weatherization work will be permitted.</p>	None	State WAP	Brad Carpenter	Edited
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2012-062	12/20/2012 11:56:43	C1. 4. b. ii	Clear up language on what document is acceptable for LIHEAP eligibility verification.	ii. A HEAT Program eligibility sheet, from the SEAL WX Search, showing proof client was deemed eligible within the current HEAT program year, which runs October through September.	ii. A HEAT Program eligibility sheet (Agency may use SEAL works to obtain this) showing proof client was deemed eligible within the current HEAT program year, which runs October through September	State WAP	Brad Carpenter	Edited
2012-063	12/20/2012 12:16:35	C2. 2. i.	Clear up language on what document is acceptable for LIHEAP eligibility verification.	• A HEAT Program eligibility sheet, from the SEAL WX Search, showing proof client was deemed eligible within the current HEAT program year, which runs October through September.	• HEAT Program eligibility sheet showing proof client was deemed eligible within the current HEAT program year, which runs October through September	State WAP	Brad Carpenter	Edited