

**HB**

**4006**

**HFIN**

**FILE**

# FISCAL NOTE

STATE OF ALASKA  
2008 LEGISLATIVE SESSION

Fiscal Note Number \_\_\_\_\_  
 Bill Version: HB 4006  
 ( ) Publish Date: \_\_\_\_\_  
 Dept. Affected: Health & Social Services  
 RDU Public Assistance  
 Component Energy Assistance Program

ID(File name) HB4006-DHSS-EAP-07-24-08  
 Title RESOURCE REBATE FOR HOME HEATING  
 Sponsor HOUSE FINANCE  
 Requester HOUSE FINANCE

Component 226

**Expenditures/Revenues** (Thousands of Dollars)

Note: Amounts do not include inflation unless otherwise noted below.

	Appropriation Required	Information						
		FY 2009	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
<b>OPERATING EXPENDITURES</b>								
Personal Services	631.3							
Travel								
Contractual	128.0							
Supplies								
Equipment	115.2							
Land & Structures								
Grants & Claims	74,287.5							
Miscellaneous								
<b>TOTAL OPERATING</b>	<b>75,162.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>CAPITAL EXPENDITURES</b>								
<b>CHANGE IN REVENUES (0)</b>								

**FUND SOURCE** (Thousands of Dollars)

1002 Federal Receipts								
1003 GF Match								
1004 GF	75,162.0							
1037 GF/Mental Health								
Other(Specify Type-do not abbreviate)								
Other(Specify Type-do not abbreviate)								
<b>TOTAL</b>	<b>75,162.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Estimate of any current year (FY2008) cost: \_\_\_\_\_

**POSITIONS**

Full-time							
Part-time							
Temporary	16						

**ANALYSIS:** (Attach a separate page if necessary)

HB 4006 supplements provisions of the federally-funded Low Income Heating and Energy Assistance Program (LIHEAP) and, depending upon appropriations by the legislature, authorizes the Department of Health and Social Services to increase the amount of heating assistance payments to eligible households.

The bill also increases the income eligibility limit for the Alaska heating assistance program (AKHAP) from 225% to 350% of the federal poverty guidelines (FPG) for Alaska and authorizes the Department to increase the amount of heating assistance payments to households eligible to participate in the solely state-funded Alaska heating assistance program. (continued next page)

Prepared by Ron Kreher - Chief of Field Operations  
 Division Public Assistance  
 Approved by William H. Hogan - Acting Commissioner  
 Agency Department of Health and Social Services

Phone 555-5843  
 Date/Time 07/23/2008  
 Date 07/24/2008

FISCAL NOTE

STATE OF ALASKA  
2008 LEGISLATIVE SESSION

BILL NO: HB 4006

**ANALYSIS CONTINUATION**  
**Analysis Continued**

The Department is directed to calculate payments based on the methodology described in regulations at 7 AAC 44.080 and as established in statute at AS 47.25.623.

These provisions are in effect for the period beginning September 1, 2008 and ending August 1, 2009. Because the affected programs only accept applications from September 1 through April 30 of each year, the department does not anticipate expenditures in FY 10.

The administration and funding for the federally-funded LIHEAP program is shared by the State and Alaska Native organizations operating tribal energy assistance programs. In fiscal year 2008 an estimated 15,000 households received help from state and tribal programs.

Benefits for the newly created Alaska heating assistance program will not be issued until November 1, 2008.

**Assumptions:**

- The state program modified by this legislation will operate the same as the existing Heating Assistance Program, which has a fixed annual appropriation through the LIHEAP Block grant and accepts applications from September 1 through April 30 each year.
- The state will receive a LIHEAP block grant of approximately \$10,700.0 for FY2009
- The legislature has already appropriated an additional \$10,000.0 to fund heating assistance programs for FY2009.
- The Department estimates that, in addition to the approximately 15,000 households served by LIHEAP, an additional 22,250 households will be served by AKHAP under the expanded income thresholds. Note: information about the number of qualifying households with incomes between 150% and 350% of the FPG for Alaska is difficult to project.
  - Household calculation: In FY2008, the average household served by LIHEAP (excluding tribal programs) had 3 members. The income of a 3-person household at 150% FPG is \$33,000. According to 2000 census data, approximately 59,000 Alaska households had income below this limit. LIHEAP served approximately 25% of these households.
  - An estimated 89,000 households have incomes between \$33,000 (150% FPG) and \$77,000, which is 350% of the FPG for a household of three. If AKHAP only serves 25% of these households, an estimated 22,250 households will receive AKHAP payments.

(continued next page)

STATE OF ALASKA  
2008 LEGISLATIVE SESSION

ANALYSIS CONTINUATION  
Analysis Continued

- The average household will receive 10 community heating cost points (HCP).
- Heating assistance in 2008 was based on a payment of \$85 per HCP. In 2009 the amount paid per HCP point will be \$255.
- The retroactivity provision of the act establishing AKHAP, which is discretionary to DHSS, will not be pursued because a threefold increase in heating assistance payments to eligible households will satisfy the intent of the provision.

Total annual benefit costs are estimated to be \$74,287.5 for FY2009.

- Total annual LIHEAP benefit costs are estimated to be \$27,550.0

(15,000 households x 10 HCP x \$255 per HCP). Note: Approximately \$10,700.0 in federal funds will be available for FY2009.  $\$38,250.0 - \$10,700.0 = \$27,550.0$

- Total annual AKHAP benefit costs are \$46,737.5 (22,250 households x 10 HCP x \$255 per HCP) Note: \$10,000.0 has already been appropriated to support heating assistance programs.  $\$56,737.5 - \$10,000.0 = \$46,737.5$

Administrative Cost Assumptions:

- 12 Eligibility Technicians (Range 13) and 4 Administrative Clerk II (Range 8) will be needed to manage the increased applications and workload resulting from more households applying for heating assistance. These positions are responsible for providing customer service, communicating with applicants and vendors, verifying applicant information, and making the eligibility decisions. The positions are seasonal and work up to 8 months each year (Sept – April). Currently, the department has 14 positions to operate a program that serves approximately 10,000 households annually. Regulations require that applications be processed within 45 days. As this one-time expansion could reach an additional 20,000 households, the department estimates an additional 16 temporary positions will be needed for some part of FY 09 to process the increased application volume within mandated timeframes.

Total Administrative Costs:

Personal Services:	\$631.3 (salary and benefits for 16 seasonal positions)
Contractual:	\$128.0 (annual costs for information technology, telecommunications, office space, phones)
Equipment/Supplies:	\$115.2 (one-time costs for desktop computers, printers, and work stations for 16 positions)

7/26/08

**2008 Poverty Guidelines for Alaska  
Income Guidelines as Published**

**2008 Annual Guidelines**

No in Household	2008 AK Guidelines	150%	175%	200%	225%	250%	300%	350%
1	\$13,000	19,500	22,750	26,000	29,250	32,500	39,000	45,500
2	17,500	26,250	30,625	35,000	39,375	43,750	52,500	61,250
3	22,000	33,000	38,500	44,000	49,500	55,000	66,000	77,000
4	26,500	39,750	46,375	53,000	59,625	66,250	79,500	92,750
5	31,000	46,500	54,250	62,000	69,750	77,500	93,000	108,500
6	35,500	53,250	62,125	71,000	79,875	88,750	106,500	124,250
7	40,000	60,000	70,000	80,000	90,000	100,000	120,000	140,000
8	44,500	66,750	77,875	89,000	100,125	111,250	133,500	155,750
For family units of more than eight, add \$4,500 for each additional member								

**2008 Monthly Guidelines**

No in Household	2008 AK Guidelines	150%	175%	200%	225%	250%	300%	350%
1	\$1,083.33	1,625	1,896	2,167	2,437	2,708	3,250	3,792
2	1,458.33	2,188	2,552	2,917	3,281	3,646	4,375	5,104
3	1,833.33	2,750	3,208	3,667	4,125	4,583	5,500	6,417
4	2,208.33	3,313	3,865	4,417	4,969	5,521	6,625	7,729
5	2,583.33	3,875	4,521	5,167	5,813	6,458	7,750	9,042
6	2,958.33	4,438	5,177	5,917	6,656	7,396	8,875	10,354
7	3,333.33	5,000	5,833	6,667	7,500	8,333	10,000	11,667
8	3,708.33	5,563	6,490	7,417	8,344	9,271	11,125	12,979
For family units of more than eight, add \$375 for each additional member								

RON KREHER, Chief of Operations  
DHSS/DPA

# STATE OF ALASKA

## DEPT. OF HEALTH AND SOCIAL SERVICES OFFICE OF THE COMMISSIONER

SARAH PALIN, GOVERNOR

P.O. BOX 110601  
JUNEAU, ALASKA 99811-0601  
PHONE: (907) 465-3030  
FAX: (907) 465-3068

July 28, 2008

The Honorable Mike Chenault, Co-Chair  
The Honorable Kevin Meyer, Co-Chair  
The Honorable Bill Stoltze, Vice-Chair  
House Finance Committee  
State Capitol, Room 505, 515 and 501  
Juneau, AK 99801-1182

Dear Representatives Chenault, Meyer and Stoltze:

In response to your questions on July 25, 2008 regarding the Power Cost Equalization Program, LIHEAP, and the State Heating Assistance Program, please see our responses below:

- *Last year LIHEAP was funded at \$9.7 million, and \$7.5 million was left on the table. Please address concerns that the legislature is being asked to expand a program that has discrepancies and has under-expended authorized funds. What assurances do we have that money will benefit targeted beneficiaries?*

In FY2007 the authorized budget for LIHEAP was \$9,708.2. The state portion of the federal funds received for the program was \$8,630.7. In FY07 85% of the block grant went to recipient benefits. The remainder covered administration, an RSA to AHFC for weatherization, and a portion carried over for FY08 start-up, as allowed under LIHEAP rules.

- *How do you factor children in the point system when they are shared between parents?*

In situations of shared custody, the child is considered a member of both households when determining household size.

- *Is it possible to add degree days into the equation?*

The Division of Public assistance uses AKWarm, a software program provided by AHFC as a tool to develop the Community Heating Cost Points used in the equation for determining LIHEAP payment levels. AKWarm programming uses a range of Alaska-specific databases including degree days.

- *How much overlap is there between the PCE program and LIHEAP? Can you determine how much overlap will occur with the new State Heating Assistance Program? Can you determine how much overlap will occur with the new federal poverty guidelines used in HB 4006?*

The Power Cost Equalization Program and LIHEAP, strictly speaking, do not provide overlapping services. PCE's purpose is to "provide economic assistance to customers in rural Alaska" to offset the high kilowatt-hour charge for electricity. LIHEAP's purpose is to offset the high costs of heating homes. According to the PCE statistical report for 2007, the program served 183 communities statewide. In 2008, the state's heating assistance program served

households in 83 communities benefiting from PCE. Statewide, few households served by LIHEAP heat their homes with electricity. It is very unlikely that a significant number of households in communities served both by PCE and the state's heating assistance program use electricity to heat their dwellings. Depending on changes in PCE that may expand the number of participating communities, it appears that the new, state-funded heating assistance program will have little overlap with PCE.

- *Is it possible to determine what percentage of the total LIHEAP funds end up in each region/census district in Alaska?*

Census Areas/Boroughs	% HAP benefits issued in FY08	Households Served	Avg. Payment
Aleutians East/West Boroughs <sup>1</sup>	0.03%	6	\$562
Anchorage Borough	10.75%	1,848	\$605
Bristol Bay Borough	0.39%	29	\$1,396
Denali Borough	0.28%	31	\$943
Dillingham Census Area	4.81%	296	\$1,690
Fairbanks North Star Borough	11.92%	1,254	\$988
Haines Borough	0.27%	46	\$615
Juneau City and Borough <sup>1</sup>	0.89%	164	\$563
Kenai Peninsula Borough	8.30%	1,250	\$690
Ketchikan Gateway Borough <sup>1</sup>	0.46%	90	\$535
Kodiak Island Borough	1.40%	194	\$751
Lake and Peninsula Borough	2.08%	127	\$1,703
Mat-Su Borough	10.75%	1,725	\$647
Nome Census Area	21.73%	862	\$2,620
North Slope Borough	2.67%	133	\$2,088
Northwest Arctic Borough	16.95%	599	\$2,941
Prince of Wales/Outer KTN Census Area <sup>1</sup>	0.30%	50	\$627
Southeast Fairbanks Census Area	2.41%	225	\$1,115
Skagway/Hoonah/Angoon Census Area <sup>1</sup>	0.20%	32	\$664
Sitka Borough <sup>1</sup>	0.24%	41	\$612
Valdez-Cordova Census Area	2.67%	275	\$1,008
Wrangell/Petersburg Census Area <sup>1</sup>	0.46%	77	\$622

<sup>1</sup> Communities in these areas borough are also served by Tribal Heating Assistance Programs

Note: Households residing in the Yakutat Borough, Wade Hampton Census Area, Bethel Census Area, and Yukon-Koyukuk Census area are served by Tribal heating Assistance Programs

- *Can you provide additional information on the Tribal block grants? Who gets the block grants, and how much funding is it? Who administers the programs?*

<b>Tribal Organization</b>	<b>FY2008 LIHEAP Block Grant Share</b>	<b>Approx. Share of LIHEAP Block Grant</b>	<b>Households Served FY2007</b>
Aleutian/Pribilof Islands Association	\$91,347	0.85%	115
Association of Village Council Presidents	\$1,480,231	13.8%	1,729
Kenaitze Indian Tribes	\$72,823	0.68%	100
Kuskowim Native association	\$222,062	2.07%	266
Orutsararmuit Native Council	\$88,172	0.82%	105
Seldovia Village Tribe	\$7,511	0.07%	6
Tanana Chiefs Conference	\$829,869	7.75%	969
Yakutat Tlingit Tribe	21,414	0.20%	36
Tlingit & Haida Regional Housing Authority	\$473,515	4.42%	1,098

The block grants are received and administered by tribal/Native organizations that submit a grant proposal and program plan that is approved by the federal government. FY2008 data on number of households served in 2008 by tribal programs will not be available until October 2008.

- *The data set for Anchorage on the information you provided appears to be wrong. Is it possible to look at this again?*

This report was originally programmed to only display 9 fields. It has been modified to show additional fields. The total amount of benefits issued to Anchorage-area households in 2008 was \$1,045,588.73 (see attached document).

- *We would like several different illustrations based on different factors of how a household's heating assistance benefit is determined. Can you determine what the total benefit would be for several situations at the 150%, 225%, and 350% levels as a comparison?*

Using the proposed method for calculating the AKIAP benefits under HB4006, an Anchorage household of four (including a child under 5) with income of \$92,750 (350% FPG) that lives in a three bedroom home and heating with oil would get an annual grant of \$1,020.

With an income of \$59,625 (225% FPG) the household would receive a grant of \$1,785.

The same household with an income of \$39,750 (150% FPG) would be eligible for \$2,295.

In Dillingham, an identical household with income at the 350% level would receive \$1,365. With income at the 225% level, the household would be eligible for a payment of \$2,025, and at the 150% level the household would receive \$2,926.

- *Can you tell us what the average state income is? By region?*

Department of Labor would be the best source for this information.

- *Can we see the whole picture? Is it possible to determine the effect of each piece of legislation, where the benefit accrues, where there is overlap between the PCE, LIHEAP, State HAP, the gas tax, and the \$1,200 rebate? Is one segment of the population or is one region of the state benefiting more than another?*

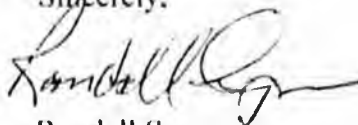
The response to Question 4 addresses the question of overlap between PCE and LIHEAP. While there is no historic information about the new populations to be served by the state-funded programs, the response to question 5 indicates how benefits are currently distributed across the state. It would be safe to assume that the distribution of benefits from the state-funded programs will be similar. Tribal heating assistance programs largely serve households in rural areas of the state and the response to question 6 provides some information about the impacts of those programs. DHSS is not in a position to assess the statewide impact of the \$1,200 rebate or the gas tax.

- *What percentage of household income is used for heating costs, by region?*

This information is not readily available to DHSS.

If you have additional questions regarding this issue, please contact me at 465-1612.

Sincerely,



Randall Super  
Acting Deputy Commissioner

Enclosure

cc: Representative Mike Hawker, Capitol Building, Room 502  
Representative John Harris, Capitol Building, Room 208  
Representative Mike Kelly, Capitol Building, Room 513  
Representative Bill Thomas, Capitol Building, Room 434  
Representative Harry Crawford, Capitol Building, Room 400  
Representative Les Gara, Capitol Building, Room 500  
Representative Reggie Joule, Capitol Building, Room 421  
Representative Mary Nelson, Capitol Building, Room 415  
William Hogan, Commissioner  
William J. Streur, Deputy Commissioner  
Jay Butler, Chief Medical Officer  
Sherry Hill, Assistant Commissioner  
Wilda Laughlin, Special Assistant  
Kate Bowns, Acting Budget Manager  
Mary Sutton, Budget Analyst, Office of Management and Budget  
Gary Zepp, Fiscal Analyst, Legislative Finance

## PARTICIPATION AND EXPENDITURES BY COMMUNITY

Community Name	Regular Cases		Expedited Cases		Total Cases	
AKHIOK	3,400.00	5	.00	0	4,998.00	5
ALEKNAGIK	2,465.00	3	.00	0	3,623.55	3
AMBLER	33,915.00	18	6,758.28	2	58,220.45	20
ANAKTUVUK PASS	18,035.00	14	250.00	1	26,115.20	15
ANCHOR POINT	28,290.00	73	1,955.00	4	44,107.65	77
ANCHORAGE	557,692.51	1346	172,630.68	388	1,045,588.73	1734
ANDERSON	4,930.00	7	935.00	1	8,621.55	8
ATQASUK	7,140.00	4	.00	0	10,495.80	4
AUKE BAY	510.00	1	.00	0	749.70	1
BARROW	12,580.00	23	1,020.00	3	19,992.00	26
BELUGA	680.00	1	595.00	1	1,874.25	2
BIG LAKE	41,100.00	94	12,399.80	23	77,432.20	117
BPEVIG MISSION	100,103.45	55	3,230.00	2	148,317.15	57
BUCKLAND	76,755.00	35	22,100.00	9	145,316.85	44
CANTWELL	4,420.00	6	.00	0	6,497.40	6
CHENEGA BAY	2,040.00	3	.00	0	2,998.80	3
CHICKALOON	425.00	2	.00	0	624.75	2
CHIGNIK	1,785.00	3	.00	0	2,623.95	3
CHIGNIK LAGOON	1,190.00	2	.00	0	1,749.30	2
CHIGNIK LAKE	2,040.00	3	.00	0	2,998.80	3
CHINIYAK	680.00	2	510.00	1	1,749.30	3
CHRISTOCHINA	935.00	1	.00	0	1,374.45	1
CHITINA	3,760.00	6	.00	0	4,998.45	6
CHUGIAK	15,959.85	36	6,970.00	13	33,236.95	49
CLAM CULCH	9,965.00	23	.00	0	14,119.80	23
CLAPKS POINT	2,295.00	2	.00	0	3,373.65	2
CLEAR	595.00	1	.00	0	874.65	1
COFFMAN COVE	425.00	1	.00	0	624.75	1
COOPER LANDING	3,400.00	7	255.00	1	5,372.85	8
COPPER CENTER	45,424.00	61	4,760.00	5	72,554.96	66
CORDOVA	18,275.00	35	850.00	1	28,113.75	36
CRAIG	1,309.85	4	.00	0	1,749.30	4
DEERING	50,890.00	24	2,720.00	1	76,221.70	25
DELTA JUNCTION	121,938.55	158	4,930.00	6	183,677.45	164
DENALI PARK	1,020.00	3	.00	0	1,499.40	3
DILLINGHAM	33,720.00	42	4,930.00	6	56,228.00	48
DIOMEDE	41,750.00	24	3,400.00	3	63,726.75	27
DOUGLAS	2,125.00	7	680.00	2	4,123.35	9
DUTCH HARBOR	510.00	1	255.00	1	1,124.55	2
EAGLE RIVER	17,859.62	44	5,259.80	12	33,111.73	56
EDNA BAY	425.00	1	.00	0	624.75	1
EJEGIE	5,695.00	5	.00	0	8,371.65	5
ERKOE	17,255.00	15	.00	0	25,364.85	15
ELFIN COVE	1,105.00	2	.00	0	1,624.35	2
ELIM	61,900.00	33	22,611.55	10	120,706.25	43
ESLER	7,395.00	13	425.00	1	11,295.65	14
FAIRBANKS	433,463.78	201	142,545.58	196	624,338.48	997
FORT WALSWORTH	1,625.00	1	.00	0	1,625.00	1
FRITS CREEK	5,185.00	13	.00	0	7,621.95	13
GAMBANA	20,740.00	39	4,165.00	4	16,610.35	33
GAMBELL	159,090.00	79	21,845.00	10	264,270.70	89
GLENWOOD	3,230.00	8	.00	0	4,748.10	8
GLENHALLAN	33,990.00	49	4,590.00	5	56,477.60	54

## PARTICIPATION AND EXPENDITURES BY COMMUNITY

Community Name	Regular Cases		Expedited Cases		Total Cases	
COLOVIN	34,085.75	19	4,165.00	2	56,228.25	21
GULKANA	595.00	1	.00	0	874.65	1
GUSTAVUS	5,850.00	14	595.00	1	9,121.65	15
HAINES	16,945.00	41	2,635.00	5	28,289.10	46
HEALY	7,055.00	12	935.00	1	11,745.30	13
HOLLIS	935.00	2	.00	0	1,374.45	2
HOMER	104,530.71	227	8,595.35	20	162,752.55	247
HOPE	255.00	1	.00	0	374.85	1
HOUSTON	11,959.75	27	1,870.00	4	19,742.35	31
HYDER	1,360.00	4	.00	0	1,999.20	4
IGIUGIG	2,125.00	2	.00	0	3,123.75	2
ILIAMNA	12,495.00	9	2,210.00	2	21,616.35	11
JUNEAU	45,499.40	114	16,015.00	40	87,481.90	154
KAKTOVIK	2,465.00	2	.00	0	3,623.55	2
KARLUK	4,435.00	5	.00	0	5,873.20	5
KASILOF	34,080.00	79	6,375.00	11	59,351.35	90
KENAI	86,556.07	181	22,900.84	45	156,564.61	226
KENNY LAKE	1,445.00	2	.00	0	2,124.15	2
KETCHIKAN	26,543.69	69	4,184.75	11	43,359.69	80
KIANA	66,895.00	34	26,945.00	11	137,944.80	45
KING SALMON	2,295.00	3	2,465.00	2	6,997.20	5
KIVALINA	43,184.25	24	54,145.00	25	142,193.10	49
KOBUK	36,125.00	16	.00	0	53,103.75	16
KODIAK	38,999.65	83	8,042.51	18	68,215.66	101
KOKHANOK	22,865.00	18	1,020.00	1	35,110.95	19
KOLIGANEK	23,120.00	22	5,525.00	4	42,108.15	26
KOTZEBUE	130,044.25	90	40,885.00	26	245,405.05	116
KOYUK	86,700.00	47	13,940.00	7	147,940.80	54
LARSEN BAY	4,505.00	9	.00	0	6,622.35	9
LEVELOCK	3,910.00	4	.00	0	5,747.70	4
MANLEY HOT SPRIN	340.00	1	.00	0	499.80	1
MANOKOTAK	62,475.00	49	13,430.00	9	111,580.35	58
MENTASTA LAKE	7,140.00	7	1,955.00	3	13,369.65	10
MOOSE PASS	1,445.00	3	.00	0	2,124.15	3
NAKNEK	12,920.00	16	2,210.00	2	22,241.10	18
NANWALEK	7,735.00	12	510.00	1	11,121.40	13
NAUKATI	4,335.00	11	1,360.00	3	9,371.65	14
NEW STUYAHOK	44,575.00	37	765.00	1	65,474.80	38
NEWHALEN	6,715.00	5	7,225.00	4	20,491.80	9
NIWISHI	19,805.00	43	6,800.00	13	39,109.35	56
NIKOLAEVSY	5,440.00	11	340.00	1	8,496.60	12
NINILCHIK	25,415.00	50	1,625.00	3	39,664.20	53
NOATKA	103,185.00	43	33,575.00	15	196,964.65	58
NOME	54,395.00	48	3,060.00	2	83,342.60	50
NONDALTON	44,215.00	30	8,075.00	6	76,220.05	36
NOORVIK	109,310.00	58	26,435.00	13	199,545.15	71
NORTH POLE	171,606.93	216	63,161.23	71	340,638.58	287
NULASUT	31,760.00	13	.00	0	31,987.20	13
OLD HARBOR	19,805.00	36	3,145.00	5	33,736.50	41
QUINNIAE	8,075.00	17	.00	0	11,870.25	17
PALMER	732,410.78	298	22,785.74	46	222,683.85	344
PADDO BAY	3,100.00	3	.00	0	4,998.00	3
PELICAN	765.00	2	.00	0	1,124.55	2

## PARTICIPATION AND EXPENDITURES BY COMMUNITY

Community Name	Regular Cases		Expedited Cases		Total Cases	
PERRYVILLE	9,010.00	15	680.00	1	14,244.30	16
PETERS CREEK	340.00	1	.00	0	499.80	1
PETERSBURG	12,325.00	30	1,615.00	4	20,491.80	34
PILOT POINT	3,740.00	4	1,020.00	1	6,997.20	5
PLEASANT VALLEY	1,190.00	1	.00	0	1,749.30	1
POINT BAKER	5,100.00	8	.00	0	7,497.00	8
POINT HOPE	77,735.00	43	8,670.00	4	126,075.35	47
POINT LAY	3,055.00	2	.00	0	3,374.60	2
PORT ALEXANDER	255.00	1	.00	0	374.85	1
PORT ALSWORTH	1,530.00	1	.00	0	2,249.10	1
PORT GRAHAM	9,605.00	15	340.00	1	13,620.40	16
PORT HEIDEN	6,630.00	8	.00	0	9,746.10	8
PORT LIONS	6,970.00	11	1,700.00	2	12,704.95	13
PORT PROTECTION	680.00	1	.00	0	999.60	1
SAINT MICHAEL	71,570.00	39	6,970.00	4	115,453.80	43
SALCHA	25,872.95	32	6,429.40	8	44,857.05	40
SAND POINT	1,300.00	2	.00	0	1,499.75	2
SAVOONGA	163,200.00	80	60,945.00	29	329,493.15	109
SELAWIK	197,965.55	91	61,710.00	30	376,329.55	121
SELDOVIA	7,405.00	13	510.00	1	10,871.30	14
SEWARD	26,234.70	64	3,655.00	9	43,233.00	73
SHAKTOOLIK	39,355.00	26	3,995.00	2	63,724.50	28
SHISHMAREF	165,380.00	77	36,210.00	18	294,633.55	95
SHUNGNAK	82,705.00	32	5,950.00	2	130,322.85	34
SITKA	12,835.00	31	4,505.00	10	25,090.30	41
SKAGWAY	3,400.00	5	850.00	1	6,247.50	6
SKWENTNA	850.00	2	.00	0	1,249.50	2
SLANA	6,120.00	8	510.00	1	9,746.10	9
SOLDOTNA	92,841.07	184	19,870.36	36	161,443.01	220
SOUTH NAKNEK	5,015.00	4	2,635.00	2	11,245.50	6
STEBBINS	117,640.00	79	24,055.00	15	208,291.65	94
STERLING	31,169.61	62	10,795.00	18	61,225.50	80
SUTTON	17,945.00	35	5,015.00	10	32,987.45	45
TALKEETNA	31,439.25	63	3,230.00	5	49,730.40	68
TATITLEK	13,345.00	14	680.00	1	20,616.75	15
TELLER	60,500.00	37	6,800.00	3	97,462.25	40
TENAKEE	2,125.00	7	.00	0	3,123.75	7
THOPNE BAY	5,469.75	14	.00	0	7,746.90	14
TOGIAK	101,150.00	83	16,235.00	12	172,555.95	95
TOK	44,075.00	59	2,295.00	2	67,223.90	61
TRAPPER CREEK	18,020.00	38	2,210.00	4	28,739.35	42
TWIN HILLS	13,515.00	11	.00	0	19,867.05	11
TWO RIVERS	8,075.00	12	1,785.00	2	14,494.20	14
TYONEK	6,630.00	14	.00	0	9,746.10	14
UNALAKLEET	89,690.00	55	.00	0	128,200.55	55
UNALASKA	170.00	1	340.00	1	749.70	2
VALDEM	32,130.00	51	5,695.00	8	55,602.75	59
WAINWRIGHT	39,971.35	23	.00	0	55,731.50	23
WALES	33,660.00	17	2,320.00	1	52,378.80	18
WARD COVE	2,896.00	9	340.00	1	4,748.10	10
WASILLA	321,307.54	247	31,180.40	170	579,502.09	917
WHALE PASS	255.00	1	.00	0	374.85	1
WHITE MOUNTAIN	35,360.00	20	7,905.00	4	63,040.25	24

## PARTICIPATION AND EXPENDITURES BY COMMUNITY

Community Name	Regular Cases	Expedited Cases	Total Cases
WHITTIER	1,360.00 4	.00 0	1,999.20 4
WILLOW	65,799.00 143	6,885.00 14	104,084.70 157
WRANGELL	17,525.00 40	1,530.00 3	27,364.60 43
Community Name	Regular Cases	Expedited Cases	Total Cases
Grand Total	\$5,898,888.61 7769	\$1,281,606.27 1586	\$10,391,401.24 9355

LIHEAP @ 150%

State Of Alaska Dept. H&SS  
HEATING ASSISTANCE PROGRAM

07/09/08

PARTICIPATION AND EXPENDITURES BY COMMUNITY

7/25/08

Jay Lueck

Community Name	Regular Cases	Expedited Cases	Total Cases
AKHIOK	3,400.00	5	.00
ALEKNAGIK	2,465.00	3	.00
AMBLER	33,915.00	18	5,865.00
ANAKTUVUK PASS	18,035.00	14	250.00
ANCHOR POINT	28,290.00	73	1,955.00
ANCHORAGE	557,522.51	1345	172,630.68
ANDERSON	4,930.00	7	935.00
ATQASUK	7,140.00	4	.00
AUKE BAY	510.00	1	.00
BARROW	12,580.00	23	1,020.00
BELUGA	680.00	1	595.00
BIG LAKE	41,100.00	94	12,240.00
BREVIK MISSION	100,103.45	55	3,230.00
BUCKLAND	76,755.00	35	22,100.00
CANTWELL	4,420.00	6	.00
CHENEGA BAY	2,040.00	3	.00
CHICKALOON	425.00	2	.00
CHIGNIK	1,785.00	3	.00
CHIGNIK LAGOON	1,190.00	2	.00
CHIGNIK LAKE	2,040.00	3	.00
CHINIAK	680.00	2	510.00
CHISTOCHINA	935.00	1	.00
CHITINA	3,760.00	6	.00
CHUGIAK	15,959.85	36	6,970.00
CLAM GULCH	9,965.00	23	.00
CLARKS POINT	2,295.00	2	.00
CLEAR	595.00	1	.00
COFFMAN COVE	425.00	1	.00
COOPER LANDING	3,400.00	7	255.00
COPPER CENTER	45,424.00	61	4,760.00
CORDOVA	18,275.00	35	850.00
CRAIG	1,309.85	4	.00
DEERING	50,890.00	24	2,720.00
DELTA JUNCTION	121,938.55	158	4,930.00
DENALI PARK	1,020.00	3	.00
DILLINGHAM	33,720.00	42	4,930.00
DIOMEDE	41,750.00	24	3,400.00
DOUGLAS	2,125.00	7	680.00
DUTCH HARBOR	510.00	1	255.00
EAGLE RIVER	17,859.62	44	5,259.80
EDNA BAY	425.00	1	.00
EGEGIK	5,695.00	5	.00
EKWOK	17,255.00	15	.00
ELFIN COVE	1,105.00	2	.00
ELIM	61,900.00	33	22,611.55
ESTER	7,395.00	13	425.00
FAIRBANKS	432,824.58	701	142,305.88
FORT WAINWRIGHT	1,625.00	1	.00
FRITZ CREEK	5,185.00	13	.00
GAKONA	20,740.00	29	4,165.00
GAMBELL	159,090.00	79	21,845.00
BIRDWOOD	3,230.00	8	.00
GLENNALLEN	33,990.00	49	4,590.00

Regular Cases	Expedited Cases	Total Cases
5	0	5
3	0	3
18	2	20
14	1	15
73	4	77
1345	388	1733
7	1	8
4	0	4
1	0	1
23	3	26
1	1	2
94	23	117
55	2	57
35	9	44
6	0	6
3	0	3
2	0	2
3	0	3
2	0	2
3	0	3
2	1	3
1	0	1
6	0	6
36	13	49
23	0	23
2	0	2
1	0	1
1	0	1
7	1	8
61	5	66
35	1	36
4	0	4
24	1	25
158	6	164
3	0	3
42	6	48
24	3	27
7	2	9
1	1	2
44	12	56
1	0	1
5	0	5
15	0	15
2	0	2
33	10	43
13	1	14
701	196	897
1	0	1
13	0	13
29	4	33
79	10	89
8	0	8
49	5	54

## PARTICIPATION AND EXPENDITURES BY COMMUNITY

Community Name	Regular Cases		Expedited Cases		Total Cases	
GOLOVIN	34,085.75	19	4,165.00	2	56,228.25	21
GULKANA	595.00	1	.00	0	874.65	1
GUSTAVUS	6,020.00	15	595.00	1	9,291.65	16
HAINES	16,945.00	41	2,635.00	5	28,289.10	46
HEALY	7,055.00	12	935.00	1	11,745.30	13
HOLLIS	935.00	2	.00	0	1,374.45	2
HOMER	103,980.00	227	8,595.35	20	162,752.55	247
HOPE	255.00	1	.00	0	374.85	1
HOUSTON	11,959.75	27	1,870.00	4	19,742.35	31
HYDER	1,360.00	4	.00	0	1,999.20	4
IGIUGIG	2,125.00	2	.00	0	3,123.75	2
ILLIAMNA	12,495.00	9	2,210.00	2	21,616.35	11
JUNEAU	45,379.55	114	16,015.00	40	87,481.90	154
KAKTOVIK	2,465.00	2	.00	0	3,623.55	2
KARLUK	4,435.00	5	.00	0	5,873.20	5
KASILOF	34,080.00	79	6,375.00	11	59,351.35	90
KENAI	86,556.07	181	22,900.84	45	156,564.61	226
KENNY LAKE	1,445.00	2	.00	0	2,124.15	2
KETCHIKAN	26,514.50	69	4,184.75	11	43,359.69	80
KIANA	65,895.00	34	26,945.00	11	137,944.80	45
KING SALMON	2,295.00	3	2,465.00	2	6,997.20	5
KIVALINA	43,184.25	24	54,145.00	25	142,193.10	49
KOBUK	36,125.00	16	.00	0	53,103.75	16
KODIAK	38,774.65	82	8,042.51	18	67,990.66	100
KOKHANOK	22,865.00	18	1,020.00	1	35,110.95	19
KOLIGANEK	23,120.00	22	5,525.00	4	42,108.15	26
KOTZEBUE	130,044.25	90	40,885.00	26	245,405.05	116
KOYUK	86,700.00	47	13,940.00	7	147,940.80	54
LARSEN BAY	4,505.00	9	.00	0	6,622.35	9
LEVELOCK	3,910.00	4	.00	0	5,747.70	4
MANLEY HOT SPRIN	340.00	1	.00	0	499.80	1
MANOKOTAK	62,475.00	49	13,430.00	9	111,580.35	58
MENTASTA LAKE	7,140.00	7	1,955.00	3	13,369.65	10
MOOSE PASS	1,445.00	3	.00	0	2,124.15	3
NAKNEK	12,920.00	16	2,210.00	2	22,241.10	18
NANWALEK	7,735.00	12	510.00	1	11,121.40	13
NAUKATI	4,335.00	11	1,360.00	3	8,371.65	14
NEW STUYAHOK	44,575.00	37	765.00	1	65,474.80	38
NEWHALEN	6,715.00	5	7,225.00	4	20,491.80	9
NIKISKI	19,805.00	43	6,800.00	13	39,109.35	56
NIKOLAEVSK	5,440.00	11	340.00	1	8,496.60	12
NINILCHIK	25,415.00	50	1,625.00	3	39,664.20	53
NOATK	103,195.00	43	33,575.00	15	196,364.65	58
NOME	54,395.00	48	3,060.00	2	83,342.60	50
NONDALTON	44,215.00	30	9,075.00	6	76,220.05	36
NOORVIK	109,310.00	58	26,435.00	13	199,545.15	71
NORTH POLE	171,606.93	216	63,161.23	71	340,638.58	287
NUIQSUT	21,760.00	13	.00	0	31,987.20	13
OLD HARBOR	19,805.00	36	3,145.00	5	33,736.50	41
OUZINKIE	8,075.00	17	.00	0	11,870.25	17
PALMER	132,410.78	298	22,785.74	46	222,683.85	344
PEDRO BAY	3,400.00	3	.00	0	4,998.00	3
FELICAN	765.00	2	.00	0	1,124.55	2

07/09/08

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## PARTICIPATION AND EXPENDITURES BY COMMUNITY

Community Name	Regular Cases	Expedited Cases	Total Cases			
PERRYVILLE	9,010.00	15	680.00	1	14,244.30	16
PETERS CREEK	340.00	1	.00	0	499.80	1
PETERSBURG	12,325.00	30	1,615.00	4	20,491.80	34
PILOT POINT	3,740.00	4	1,020.00	1	6,997.20	5
PLEASANT VALLEY	1,190.00	1	.00	0	1,749.30	1
POINT BAKER	5,100.00	8	.00	0	7,497.00	8
POINT HOPE	77,735.00	43	8,670.00	4	126,075.35	47
POINT LAY	3,055.00	2	.00	0	3,374.60	2
PORT ALEXANDER	255.00	1	.00	0	374.85	1
PORT ALSWORTH	1,530.00	1	.00	0	2,249.10	1
PORT GRAHAM	9,605.00	15	340.00	1	13,620.40	16
PORT HEIDEN	6,630.00	8	.00	0	9,746.10	8
PORT LIONS	6,970.00	11	1,700.00	2	12,704.95	13
PORT PROTECTION	680.00	1	.00	0	999.60	1
SAINT MICHAEL	71,570.00	39	6,970.00	4	115,453.80	43
SALCHA	25,872.95	32	6,429.40	8	44,857.05	40
SAND POINT	1,300.00	2	.00	0	1,499.75	2
SAVOONGA	163,200.00	80	60,945.00	29	329,493.15	109
SELAWIK	197,965.55	91	61,710.00	30	376,329.55	121
SELDOVIA	7,405.00	13	510.00	1	10,871.30	14
SEWARD	26,234.70	64	3,655.00	9	43,233.00	73
SHAKTOOLIK	39,355.00	26	3,995.00	2	63,724.50	28
SHISHMAREF	165,380.00	77	36,210.00	18	294,633.55	95
SHUNGNAC	82,705.00	32	5,950.00	2	130,322.85	34
SITKA	12,835.00	31	4,505.00	10	25,090.30	41
SKAGWAY	3,400.00	5	850.00	1	6,247.50	6
SKWENTNA	850.00	2	.00	0	1,249.50	2
SLANA	6,120.00	8	510.00	1	9,746.10	9
SOLDOTNA	92,556.22	183	19,870.36	36	161,278.01	219
SOUTH NAKNEK	5,015.00	4	2,635.00	2	11,245.50	6
STEBBINS	117,640.00	79	24,055.00	15	208,291.65	94
STERLING	31,169.61	62	10,795.00	18	61,225.50	80
SUTTON	17,945.00	35	5,015.00	10	32,987.45	45
TALKEETNA	31,439.25	63	3,230.00	5	49,730.40	68
TATITLEK	13,345.00	14	680.00	1	20,616.75	15
TELLER	60,500.00	37	6,800.00	3	97,462.25	40
TENAKEE	2,125.00	7	.00	0	3,123.75	7
THORNE BAY	5,469.75	14	.00	0	7,746.90	14
TOGIAK	101,150.00	83	16,235.00	12	172,555.95	95
TOK	44,075.00	59	2,295.00	2	67,223.90	61
TRAPPER CREEK	17,860.20	38	2,210.00	4	28,739.35	42
TWIN HILLS	13,515.00	11	.00	0	19,867.05	11
TWO RIVERS	8,075.00	12	1,785.00	2	14,494.20	14
TYONEK	6,630.00	14	.00	0	9,746.10	14
UNALAKLEET	88,690.00	55	.00	0	128,200.55	55
UNALASKA	170.00	1	340.00	1	749.70	2
VALDEZ	32,130.00	51	5,695.00	8	55,602.75	59
WAINWRIGHT	39,870.00	23	.00	0	55,730.15	23
WALES	33,660.00	17	2,380.00	1	52,978.80	18
WARD COVE	2,890.00	9	340.00	1	4,748.10	10
WASILLA	321,187.69	747	81,180.40	170	579,502.09	917
WHALE PASS	255.00	1	.00	0	374.85	1
WHITE MOUNTAIN	35,360.00	20	7,905.00	4	63,040.25	24

07/09/08

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HEATING ASSISTANCE PROGRAM

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PARTICIPATION AND EXPENDITURES BY COMMUNITY

Community Name	Regular Cases	Expedited Cases	Total Cases
WHITTIER	1,360.00 4	.00 0	1,999.20 4
WILLOW	65,319.60 143	6,885.00 14	104,084.70 157
WRANGELL	17,525.00 40	1,530.00 3	27,364.60 43

Community Name	Regular Cases	Expedited Cases	Total Cases
Grand Total	\$5,896,279.41 7767	\$1,280,313.49 1586	\$10,391,009.89 9353

Sarah Fisher-Goad, Deputy Director of Operations, Alaska Energy Authority, Department of Commerce, Community and Economic Development

David Teal, Director, Legislative Finance Division

Jay Livey, Staff, Senator Hoffman

Teleconference:

Bob Pickett, Chairman, Regulatory Commission of Alaska

Dennis Wheeler, Commissioner, Regulatory Commission of Alaska

Richard Gazaway, Hearing Examiner, Regulatory Commission of Alaska

Questions:

Chris Poag, Assistant Attorney General, Department of Law (JNU)

Stacy Kraly, Assistant Attorney General, Department of Law

Mr. Sherwood

Mr. Kreher

# ALASKA STATE LEGISLATURE HOUSE FINANCE COMMITTEE

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State Capitol, Juneau, Alaska 99801-1182

## MEMORANDUM

Date: July 24, 2008

To: House Finance Committee Members

From: Representative Kevin Meyer, Co-Chairman *Kevin Meyer*  
House Finance Committee

RE: Back-up information for State of Alaska Heating Assistance Programs

---

Attached to this memo is the Federal Fiscal Year 2008 State of Alaska Department of Health and Social Services proposed grant application and plan for the Low Income Home Energy Assistance Program (LIHEAP).

I found the information useful in understanding the home energy programs that we currently offer as well as the eligibility guideline and how benefits are determined.

The total document is 46 pages long. The first ten pages of the document appear to be an introduction and other documents required by the federal government for submitting the State plan.

The discussion of the heating assistance programs and qualifications and benefits begins on Page 11.

I hope that you find this helpful for our discussion.

7/26/08

**Fiscal Year 2008**

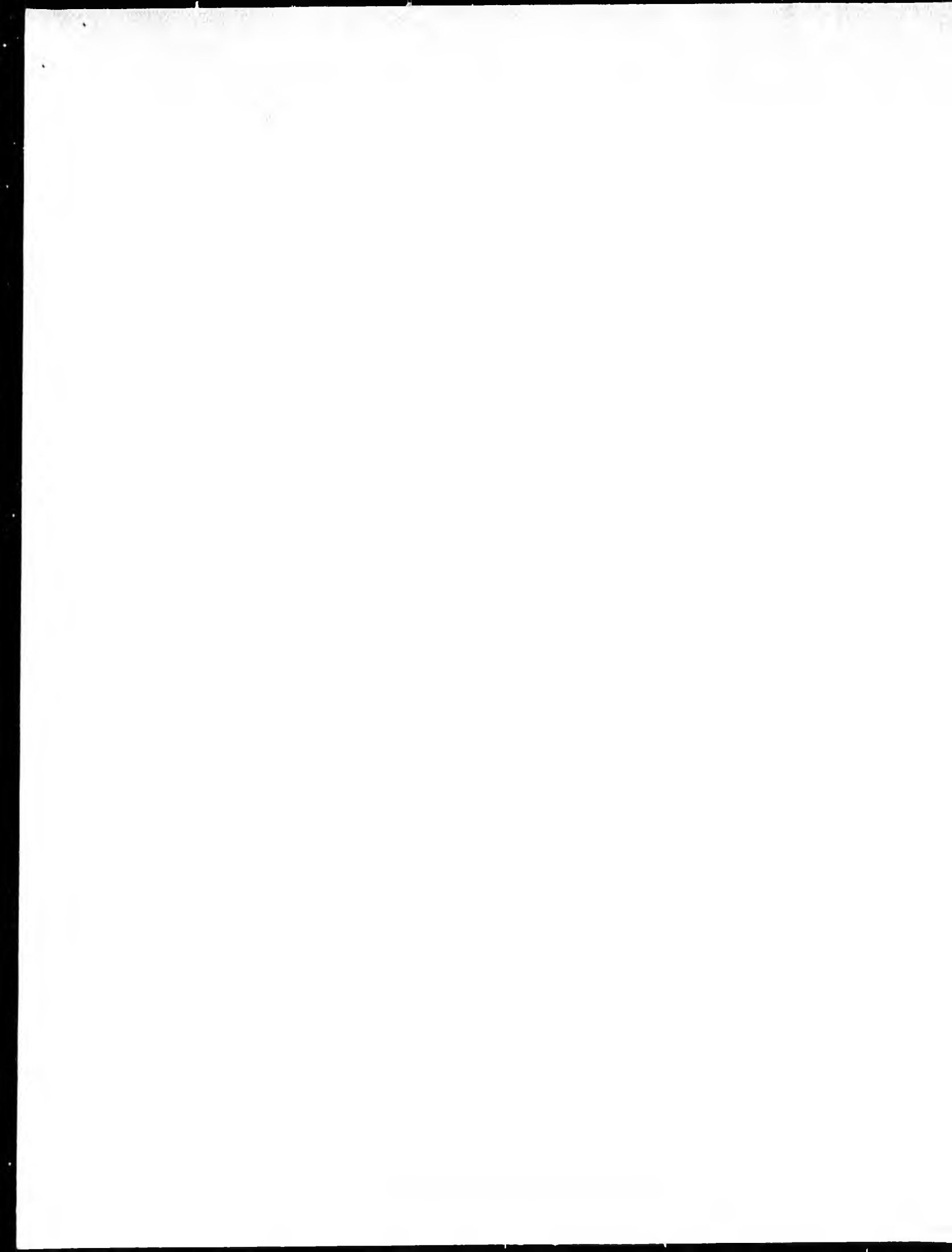


**State of Alaska  
Heating Assistance Program  
Division of Public Assistance  
Department of Health & Social Services**

**August 2007**

**Karleen Jackson, Ph.D.  
Commissioner**

**Sarah Palin  
Governor**



## State of Alaska

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## State of Alaska

## Introduction

This document is the State of Alaska's proposed grant application and plan for the fiscal year (FY) 2008 Low Income Home Energy Assistance Program (LIHEAP). The plan covers the period of October 1, 2007 through September 30, 2008.

The purpose of the LIHEAP program is to provide assistance to low income households to offset the high cost of home heating. The State's LIHEAP block grant is administered by the Department of Health and Social Services (DHSS), Division of Public Assistance, and is known as the Heating Assistance Program (HAP).

This plan addresses the procedures used by the DHSS Heating Assistance Program. The LIHEAP funded heating assistance programs operated by tribal organizations are independent, and not subject to the provisions of this plan.

LIHEAP grantees must submit a detailed plan once every three years. In the remaining two years, grantees may submit their plan in an abbreviated format. This State of Alaska LIHEAP plan is submitted in the abbreviated format.

This FY 2008 detailed plan describes the changes from the FY 2007 plan. For more information contact the Heating Assistance Program, 400 Willoughby Avenue, Suite 301, Juneau, Alaska 99801-1700; voice/TDD (907) 465-3058; In Juneau Fax (907) 465-3319. In all other areas Fax toll free 1-888-282-3319; or email: [liweap@alaska.gov](mailto:liweap@alaska.gov).

The descriptions of this year's changes are followed by the certification by the Commissioner of the Department of Health and Social Services, Karleen Jackson, Ph.D., to the assurances required under the current LIHEAP statute. A copy of the Governor's delegation of LIHEAP signatory authority to the Commissioner is included with this application.

## State of Alaska

**\*Assurances**

The State of Alaska agrees to:

- (1) use the funds available under this title to--
  - (A) conduct outreach activities and provide assistance to low income households in meeting their home energy costs, particularly those with the lowest incomes that pay a high proportion of household income for home energy, consistent with paragraph (5);
  - (B) intervene in energy crisis situations;
  - (C) provide low-cost residential weatherization and other cost-effective energy-related home repair; and
  - (D) plan, develop, and administer the State's program under this title including leveraging programs,

and the State agrees not to use such funds for any purposes other than those specified in this title;

- (2) make payments under this title only with respect to--
  - (A) households in which one or more individuals are receiving--
    - (i) assistance under the State program funded under part A of title IV of the Social Security Act;
    - (ii) supplemental security income payments under title XVI of the Social Security Act;
    - (iii) food stamps under the Food Stamp Act of 1977; or
    - (iv) payments under section 415, 521, 541, or 542 of title 38, United States Code, or under section 306 of the Veterans' and Survivors' Pension Improvement Act of 1978; or
  - (B) households with incomes which do not exceed the greater of--
    - (i) an amount equal to 150 percent of the poverty level for such State; or
    - (ii) an amount equal to 60 percent of the State median income; except that a State may not exclude a household from eligibility in a fiscal year solely on the basis of household income if such income is less than 110 percent of the poverty level for such State, but the State may give priority to those households with the highest home energy costs or needs in relation to household income.

## State of Alaska

- (3) conduct outreach activities designed to assure that eligible households, especially households with elderly individuals or disabled individuals, or both, and households with high home energy burdens, are made aware of the assistance available under this title, and any similar energy-related assistance available under subtitle B of title VI (relating to community services block grant program) or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;
- (4) coordinate its activities under this title with similar and related programs administered by the Federal Government and such State, particularly low-income energy-related programs under subtitle B of title VI (relating to community services block grant program), under the supplemental security income program, under part A of title IV of the Social Security Act, under title XX of the Social Security Act, under the low-income weatherization assistance program under title IV of the Energy Conservation and Production Act, or under any other provision of law which carries out programs which were administered under the Economic Opportunity Act of 1964 before the date of the enactment of this Act;
- (5) provide, in a timely manner, that the highest level of assistance will be furnished to those households which have the lowest incomes and the highest energy costs or needs in relation to income, taking into account family size, except that the State may not differentiate in implementing this section between the households described in clauses 2(A) and 2(B) of this subsection;
- (6) to the extent it is necessary to designate local administrative agencies in order to carry out the purposes of this title, to give special consideration, in the designation of such agencies, to any local public or private nonprofit agency which was receiving Federal funds under any low-income energy assistance program or weatherization program under the Economic Opportunity Act of 1964 or any other provision of law on the day before the date of the enactment of this Act, except that--
  - (A) the State shall, before giving such special consideration, determine that the agency involved meets program and fiscal requirements established by the State; and
  - (B) if there is no such agency because of any change in the assistance furnished to programs for economically disadvantaged persons, then the State shall give special consideration in the designation of local administrative agencies to any successor agency which is operated in substantially the same manner as the predecessor agency which did receive funds for the fiscal year preceding the fiscal year for which the determination is made;
- (7) if the State chooses to pay home energy suppliers directly, establish procedures to --
  - (A) notify each participating household of the amount of assistance paid on its behalf;

## State of Alaska

- (B) assure that the home energy supplier will charge the eligible household, in the normal billing process, the difference between the actual cost of the home energy and the amount of the payment made by the State under this title;
- (C) assure that the home energy supplier will provide assurances that any agreement entered into with a home energy supplier under this paragraph will contain provisions to assure that no household receiving assistance under this title will be treated adversely because of such assistance under applicable provisions of State law or public regulatory requirements; and
- (D) ensure that the provision of vendored payments remains at the option of the State in consultation with local grantees and may be contingent on unregulated vendors taking appropriate measures to alleviate the energy burdens of eligible households, including providing for agreements between suppliers and individuals eligible for benefits under this Act that seek to reduce home energy costs, minimize the risks of home energy crisis, and encourage regular payments by individuals receiving financial assistance for home energy costs;
- (8) provide assurances that,
- (A) the State will not exclude households described in clause (2)(B) of this subsection from receiving home energy assistance benefits under clause (2), and
- (B) the State will treat owners and renters equitably under the program assisted under this title;
- (9) provide that--
- (A) the State may use for planning and administering the use of funds under this title an amount not to exceed 10 percent of the funds payable to such State under this title for a fiscal year and not transferred pursuant to section 2604(f) for use under another block grant; and
- (B) the State will pay from non-Federal sources the remaining costs of planning and administering the program assisted under this title and will not use Federal funds for such remaining cost (except for the costs of the activities described in paragraph (16));
- (10) provide that such fiscal control and fund accounting procedures will be established as may be necessary to assure the proper disbursement of and accounting for Federal funds paid to the State under this title, including procedures for monitoring the assistance provided under this title, and provide that the State will comply with the provisions of chapter 75 of title 31, United States Code (commonly known as the "Single Audit Act");
- (11) permit and cooperate with Federal investigations undertaken in accordance with section 2608;

## State of Alaska

- (12) provide for timely and meaningful public participation in the development of the plan described in subsection (c);
- (13) provide an opportunity for a fair administrative hearing to individuals whose claims for assistance under the plan described in subsection (c) are denied or are not acted upon with reasonable promptness; and
- (14) cooperate with the Secretary with respect to data collecting and reporting under section 2610.
- (15) beginning in fiscal year 1992, provide, in addition to such services as may be offered by State Departments of Public Welfare at the local level, outreach and intake functions for crisis situations and heating and cooling assistance that is administered by additional State and local governmental entities or community-based organizations (such as community action agencies, area agencies on aging and not-for-profit neighborhood-based organizations), and in States where such organizations do not administer functions as of September 30, 1991, preference in awarding grants or contracts for intake services shall be provided to those agencies that administer the low-income weatherization or energy crisis intervention programs.
- (16) use up to 5 percent of such funds, at its option, to provide services that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance, including needs assessments, counseling, and assistance with energy vendors, and report to the Secretary concerning the impact of such activities on the number of households served, the level of direct benefits provided to those households, and the number of households that remain unserved.

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Certification to the Assurances: As Chief Executive Officer, I agree to comply with the sixteen assurances contained in Title XXVI of the Omnibus Budget Reconciliation Act of 1981, as amended. By signing these assurances, I also agree to abide by the standard assurances on lobbying, debarment and suspension, and a drug-free workplace.

Signature of the Tribal or Board Chairperson or Chief Executive Officer of the State or Territory.\*\*

Signature: \_\_\_\_\_

Title: Karleen Jackson, Ph.D., Commissioner, Department of Health & Social Services

Date: \_\_\_\_\_

EIN: 926001185

\*\* If a person other than the Chief Executive Officer of the State or territory, or Tribal Chairperson or Board Chairperson of a tribal organization, is signing the certification to the assurances, a letter must be submitted delegating such authority. (PLEASE ATTACH DELEGATION AUTHORITY.) The delegation must include authority to sign the assurances, not just to administer the program.

In the above assurances which are quoted from the law, "State" means the 50 States, the District of Columbia, an Indian Tribe or Tribal Organization, or a Territory; "title" of the Act refers to Title XXVI of the Omnibus Budget Reconciliation Act of 1981 (OBRA), as amended, the "Low Income Home Energy Assistance Act"; "section" means Section 2605 of OBRA; and, "subsection" refers to Section 2605(b) of OBRA.

State of Alaska



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GOVERNOR  
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STATE OF ALASKA  
OFFICE OF THE GOVERNOR  
JUNEAU

May 31, 2007

Mr. Nick St. Angelo, Director  
Division of Energy Assistance  
Department of Health and Social Services  
400 Willoughby Suite 301  
Juneau, AK 99801-1731

Dear Mr. St. Angelo:

I, Sarah Palin, Governor of the State of Alaska, authorize the Commissioner of the Department of Health and Social Services to make the certifications required by the Low Income Home Energy Assistance Block Grant under Title XXVI of Public Law 97-35, as amended.

The Department of Health and Social Service is the single state agency responsible for administering the Low Income Home Energy Assistance Program Plan. The legal authority under which the agency administers the plan on a statewide basis is AS 47.05.010.

Sincerely,

A handwritten signature in cursive script that reads "Sarah Palin".

Sarah Palin  
Governor

## State of Alaska

2605(a) Please check which components you will operate under the LIHEAP  
2605(b)(1) program:

(use of  
funds)  heating assistance  
 cooling assistance  
 crisis assistance  
 weatherization assistance

2605(c)(1)(C) Please estimate what amount of available LIHEAP funds will be used  
for each component that you will operate: The total of all percentages  
must add up to 100%.

2605(c)(1)(C) 72 % heating assistance  
     % cooling assistance  
  3 % crisis assistance  
10 % weatherization assistance  
  5 % carryover to the following fiscal year  
10 % administrative and planning costs  
     % services to reduce home energy needs including needs  
assessment (assurance 16)  
     % used to develop and implement leveraging activities (limited to  
100 TOTAL

2605(c)(1)(C) The funds reserved for winter crisis assistance which have not been  
expended by March 15 will be reprogrammed to:

(alternate use  
of crisis  
assistance  
funds)  heating assistance  
 weatherization assistance  
 Other(specify): carryover to the following fiscal year

Do you accept applications for energy crisis assistance at sites that are  
geographically accessible to all households in the area to be served? (This  
is required by the statute.)  Yes  No

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2605(b)(2)  
2605(c)(1)(A)

What are your maximum eligibility limits?  
(Please check the components to which they apply)

(eligibility)

Current year guidelines must be used.

150% of the FY \_\_ poverty guidelines:  
heating \_\_ cooling \_\_ crisis \_\_ wx \_\_

150% of the FY 2007 poverty guidelines:  
heating  cooling \_\_ crisis  wx \_\_

110% of the FY \_\_ poverty guidelines:  
heating \_\_ cooling \_\_ crisis \_\_ wx

60% of the State's FY 2008 median income:  
heating \_\_ cooling \_\_ crisis \_\_ wx

Other (specify for each component and include any categorically eligible households)

2605(c)(1)(A)  
2605(b)(2)  
(eligibility)

Do you have additional eligibility requirements for HEATING ASSISTANCE?

Do you use: Yes No

Assets test?      X

Do you give priority in eligibility to:

Elderly? X     

Disabled? X     

Young children? X     

Other: (If yes, please describe)? X     

The household must submit a completed application which is postmarked or received by the Division of Public Assistance before May 1 or on or after September 1 of each year.

The dwelling for which heating assistance is requested is located in the state, and at least one member of the household is physically present in the state at the time of application for, and receipt of, heating assistance; and the household

(1) physically resides in the dwelling for which heating assistance is requested; or

State of Alaska

(2) is seeking heating assistance to help with the natural gas or electric utility deposit necessary to move into rental housing in the state;

At least one member of the household must be a United States citizen or a qualified alien.

The household's annual unsubsidized home heating costs must exceed \$200.

A household is NOT ELIGIBLE to participate in the heating assistance program if, at the time of eligibility determination, the household:

- (1) is eligible for or has received LIHEAP benefits from an Indian tribal organization;
- (2) resides in a crisis center, hotel, motel, tent, or other shelter normally intended for temporary occupancy, and has resided there for less than 60 consecutive days before the date of signature on the completed application;
- (3) resides in a hospital, nursing home, state pioneer home, or other public or private institution to receive treatment for a mental or physical illness, student dormitory, correctional facility, or on a military base; or
- (4) resides in subsidized rental housing and has no direct home heating costs.

2604(c)  
2605(c)(1)(A)

Do you have additional eligibility requirements for CRISIS ASSISTANCE?

Do you use: Yes No

(eligibility)

Assets test?      X

Must the household have received a shut-off notice or have an empty tank? X     

Must the household have exhausted regular benefit?      X

Must the household have received a rent eviction notice? X     

Must heating/cooling be medically necessary?      X

Other (Please explain): X     

A household may receive benefits under either regular heating or crisis expedited assistance, but not both.

State of Alaska

What constitutes a crisis (please describe)?

A household may receive expedited crisis assistance if:

- (1) the applicant has requested expedited service;
- (2) the household's gross monthly income is less than the household's shelter costs;
- (3) the applicant has suffered, or will suffer within 48 hours, termination of fuel or home heating-related utility services; and
- (4) the division has verified the application.

A household may fax or mail an application to the Heating Assistance Program directly or through a third party (such as a fee agent, senior center, vendor, etc.) to request expedited assistance. The caseworker telephones the vendor to determine the amount needed to resolve the crisis. If the crisis grant amount will cover the amount the caseworker immediately authorizes the amount needed to resolve the situation. If the amount will not cover the bill, the caseworker negotiates with the vendor on behalf of the applicant, or counsels the applicant, to help them find a way to cover the remaining balance.

2605(c)(1)(A) Do you have additional eligibility requirements for WEATHERIZATION?

(eligibility) Do you use: Yes No

Assets test? \_\_\_ X

Priority groups? (Please list) X \_\_\_

Elderly (age 60+)

Disabled (Person with a physical or mental impairment, which limits one or more major life activity, as determined by eligibility for: Social Security disability insurance, Supplemental Security Income (SSI), State of Alaska Interim Assistance and/or Veterans disability benefits.)

Children under age 6

Are you using Department of Energy (DOE) Low Income Weatherization Assistance Program (LIWA) rules to establish priority eligibility for households with

State of Alaska

certain characteristics?  X   —

If yes, are there exceptions?  X   —   
 Please list below.

**The Alaska Weatherization Assistance Program (AKWAP) is divided into two parts. For road connected areas of the state, the federal weatherization guidelines are followed, with the exception of not having a per unit limit on non-federal funds. The average cost per dwelling is about \$5,100.**

**For non-road connected areas of Alaska, the logistics and freight costs of getting materials and labor to a remote village make using some of the federal guidelines impractical. The Residential Energy Rehabilitation Program uses the same eligibility criteria as the AKWAP, and many of the same types of measures, but offers more extensive energy rehabilitation to each dwelling. The average cost per unit is \$15,000. All eligible units in that village are served, and the village will not be served again in the foreseeable future.**

2605(b)(3)  
 2604(c)(3)(A)  
 (outreach)

Please check the outreach activities that you conduct that are designed to assure that eligible households are made aware of all LIHEAP assistance available:

X  provide intake service through home visits or by telephone for the physically infirm (i.e. elderly or disabled).

X  place posters/flyers in local and county social service offices, offices of aging, Social Security offices, VA, etc.

X  publish articles in local newspapers or broadcast media announcements.

X  include inserts in energy vendor billings to inform individuals of the availability of all types of LIHEAP assistance.

X  make mass mailing to past recipients of LIHEAP.

X  inform low income applicants of the availability of all types of LIHEAP assistance at application intake for other low-income programs.

X  utilize early application period at the beginning of the program for the elderly or disabled.

—  execute interagency agreements with other low-income program

## State of Alaska

offices to perform outreach to target groups.

X other (Please specify):

The Division of Public Assistance has four regional offices and seventeen district offices. All of these offices are supplied with Heating Assistance applications and other information relative to the program.

Fee agents, located in most villages, conduct outreach activities, assist individuals in completing applications, verify information, obtain necessary documentation, and send applications to the Juneau HAP office.

A toll-free number to the HAP central office has been made available to fee agents and vendors so that they may assist clients with questions.

Some Tribal organizations, that do not operate a LIHEAP program in their area, use their social services offices to assist HAP applicants (particularly non-English-speaking persons).

Home energy suppliers are furnished with applications and posters, and actively refer clients.

The state coordinates outreach and eligibility determinations between the heating, crisis and weatherization components to target households with members who are elderly, disabled or under 6 years of age.

2605(b)(4)

Please describe how you will assure that LIHEAP is coordinated with similar and related programs. The description provided applies to all components unless specifically noted.

(coordination)

The State provides Heating Assistance Program posters and application forms to Women, Infant and Children (WIC) nutrition clinics and Head Start Programs to facilitate application by households with young children.

Outreach materials are cooperatively distributed by the Alaska Commission on Aging grantees, senior citizen housing complexes, the Division of Vocational Rehabilitation, Alliances for the Mentally Ill and other related agencies serving people who are elderly or disabled.

Employment offices, food banks, women's shelters and other agencies serving low-income people are furnished with and distribute heating assistance application forms.

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Subgrantees of the Alaska Housing Finance Corporation (AHFC), which administers the low income weatherization program, are supplied with HAP outreach materials to promote heating assistance to weatherization clients.

The HAP includes information on the availability of weatherization services in its mass mailing of heating assistance applications.

The HAP and the Department of Community and Economic Development (DCED) Bulk Fuel Loan Program coordinate their efforts to assist small villages with economic difficulties in purchasing home heating fuel. The DCED assists the village in acquiring a bulk fuel loan which allows lower local heating fuel prices, while the HAP expedites heating assistance applications from village households.

Electric utilities eligible for the power cost equalization subsidy are required to cooperate with AHFC to implement cost-effective energy conservation measures such as weatherization and other insulating methods.

The Alaska Housing Finance Corporation (AHFC) provides data to the Heating Assistance Program to identify participants in publicly subsidized rental housing. The data indicates if the participant has direct heating costs, and if so, the amount of the heating allowance.

2605(b)(5)  
2605(b)(2)  
2605(b)(8A)

(benefit  
levels)

The statute requires that there be no difference in the treatment of households eligible because of their income and those eligible because they receive benefits under TANF, Food Stamps, SSI, or certain means-tested veterans programs ("categorically eligible"). How do you ensure there is no difference when determining eligibility and benefit amounts? This applies to all components unless specifically noted below.

The Heating Assistance Program does not use categorical eligibility. All households must complete an application, meet the income guidelines and demonstrate that they have home heating expenses.

Income from public assistance, Social Security and Veteran's benefits are considered countable income and are included in the calculation of benefit amounts.

Weatherization benefits are based on the dwelling energy assessment. This assessment does not differentiate between categorical and non-categorical households.

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2605(b)(5) Heating Component

(determination of benefits) Please check the variables you use to determine your benefit levels:

- income
- family (household) size
- home energy cost
  - fuel type
  - climate/region
  - individual bill (if residing in subsidized rental housing)
  - dwelling type
  - energy burden (estimated % of income spent on home energy)
  - energy need
  - other (describe)

**Modeled space home heating cost.  
Proportionate share of home heating expenses for multiple households living in a single residence.**

2605(b)(5)  
2605(c)(1)(B)

(benefit levels)

Describe how you will assure that the highest benefits go to households with the lowest incomes and the highest energy costs or needs in relation to income, taking into account family size. Please describe benefit levels or attach a copy of your payment matrix.

**Benefit amounts are based upon community specific heating cost points for a "typical" home. The points were determined using the AHFC's "AKWarm" energy modeling software, which incorporates Alaska specific data for weather, fuel and utility costs. The modeled community heating cost points are adjusted for dwelling type, and then adjusted for income, expressed as a percentage of the Alaska poverty level. An additional point is added if the household includes a priority group member. The final point total is multiplied by \$85. A complete description of Alaska's benefit calculation begins on the following page.**

**The amount of a subsidized rental housing utility deposit is the minimum amount required to establish natural gas and/or electric service, up to a maximum of \$500.**

Do you provide in-kind (e.g., blankets, space heaters) and/or other forms of benefits?

Yes  No If yes, please describe.

## Heating Assistance Benefit Computation

### Step 1 – Community fuel points

The division has assigned heating cost points to each community in the state, based upon the community's annual fuel cost and climatic conditions. These points are listed in Appendix A.

- If the household uses natural gas and another fuel type for heat, the division will use the community heating cost points for natural gas.
- If the household uses self-harvested wood or coal for heat, the division will use the community heating cost points for oil multiplied by 0.5.
- If the household uses purchased wood or coal for heat, the division will use the community heating cost points for oil multiplied by 0.8.

### Step 2 – Dwelling type

The division will multiply the community heating cost points by the first one of the following factors that describes the household's dwelling. If more than one factor applies, the division will use the factor listed first:

- (1) the factor of 1.4 if the household resides in a mobile home with heated living space of 980 square feet or more;
- (2) the factor of 0.4 if the household resides in a travel trailer or mobile home less than 35 feet in length, or in an RV, tent or pickup camper;
- (3) the factor of 0.15 if the household resides in a one-room dwelling such as a studio apartment, hotel or boarding home;
- (4) the factor of 0.35 if the household resides on a boat;
- (5) the factor of 0.55 if the household resides in a one-bedroom dwelling, or a one-room house or cabin without bedrooms;
- (6) the factor of 1.3 if the household resides in a three-or-more-bedroom single family, duplex or triplex home;
- (7) the factor of 0.7 if the household resides in a two-bedroom unit in an apartment building of four or more attached units.

If the household resides in a single residence with one or more other households, the heating cost points are reduced to the household's proportionate share of the home heating expenses.

### Step 3 – Household size and income

The division reviews and verifies each household's gross income for the month prior to application. Verification may be provided through: documentary evidence (wage stub, award letter, etc.); Division of Public Assistance and Department of Labor records; or impartial third parties such as fee agents, village council representatives, or social service agencies.

The division will assign each household the following percentage of heating cost points based upon the household's gross monthly income and family size, expressed as a percentage of the Alaska poverty level. The Alaska poverty level figures are included in Appendix B.

- 100 percent of points if the household's gross monthly income is no more than 25 percent of the Alaska poverty level;

- 90 percent of points if the household's gross monthly income is more than 25 percent but no more than 50 percent of the Alaska poverty level;
- 80 percent of points if the household's gross monthly income is more than 50 percent but no more than 75 percent of the Alaska poverty level;
- 70 percent of points if the household's gross monthly income is more than 75 percent but no more than 100 percent of the Alaska poverty level;
- 60 percent of points if the household's gross monthly income is more than 100 percent but no more than 125 percent of the Alaska poverty level;
- 50 percent of points if the household's gross monthly income is more than 125 percent of the Alaska poverty level but no more than the maximum allowable.

If the household's gross monthly income exceeds the maximum allowable poverty level the household is not eligible.

**Step 4 – Priority groups**

The division will add one point to the income adjusted heating cost points if the household includes one or more members 60 years of age or older, legally disabled, or under six years of age.

**Step 5 – Heating points of 2.0 or more**

Households must have heating cost points of 2.0 or more to be eligible for heating assistance.

**Step 6 – Round points**

The division will round the final total heating cost points to the nearest whole number. The total heating cost points may not exceed 35 points.

**Step 7 – Multiply by the benefit rate to determine household benefit**

The division will multiply by the FY 2007 benefit rate of \$85 to determine the amount of the household's heating assistance.

The amount of heating assistance may be reduced by the amount of the unpaid balance that the household owes the division for previously awarded heating assistance to which the household was not entitled. The division will use this method of recoupment of overpayments only if the household has not responded to the division's request for repayment or the household defaults on its repayment agreement.

The following examples illustrate how a household's heating assistance benefit is determined.

	<b>Example 1</b>		<b>Benefit calculation:</b>
Step 1.	Community, Fuel	Anchorage, N Gas	5 points
Step 2.	Dwelling	3 bedroom house	5 points x 1.3 = 6.5 points
Step 3.	Household Size, Income	4, \$2,150	101-125% of poverty = 60%
			6.5 points x 0.6 = 3.9 points

Step 4.	Household includes elderly, disabled or child under age 6	No	N/A
Step 5.	Heating points of 2.0 or more	Yes	3.9 points
Step 6.	Round points		Rounded = 4 points
Step 7.	Multiply by benefit rate		4 points x \$85 = <b>\$340</b>
	<b>Example 2</b>		<b>Benefit calculation:</b>
Step 1.	Community, Fuel	Fairbanks, Oil	10 points
Step 2.	Dwelling	2 bedrm, 4+unit bldg	10 points x 0.7 = 7 points
Step 3.	Household Size, Income	2, \$1,685	126-150% of poverty = 50%
			7 points x 0.5 = 3.5 points
Step 4.	Household includes elderly, disabled or child under age 6	Yes	3.5 points + 1 = 4.5 points
Step 5.	Heating points of 2.0 or more	Yes	4.5 points
Step 6.	Round points		Rounded = 5 points
Step 7.	Multiply by benefit rate		5 points x \$85 = <b>\$425</b>
	<b>Example 3</b>		<b>Benefit calculation:</b>
Step 1.	Community, Fuel	Savoonga, Oil	27 points
Step 2.	Dwelling	2 bedroom house	No adjustment
Step 3.	Household Size, Income	5, \$2,300	76-100% of poverty = 70%
			27 points x 0.7 = 18.9 points
Step 4.	Household includes elderly, disabled or child under age 6	Yes	18.9 points + 1 = 19.9 points
Step 5.	Heating points of 2.0 or more	Yes	19.9 points
Step 6.	Round points		Rounded = 20 points
Step 7.	Multiply by benefit rate		20 points x \$85 = <b>\$1,700</b>
	<b>Example 4</b>		<b>Benefit calculation:</b>
Step 1.	Community, Fuel	Anchorage, N Gas	5 points
Step 2.	Dwelling	Studio apartment	5 points x 0.15 = 0.75 points
Step 3.	Household Size, Income	1, \$1,250	126-150% of poverty = 50%
			.75 points x 0.5 = 0.375 points
Step 4.	Household includes elderly, disabled or child under age 6	No	N/A
Step 5.	Heating points of 2.0 or more	No	0.375 points
Step 6.	Round points		N/A
Step 7.	Multiply by benefit rate		Ineligible

2605(b)(5)  
2605(c)(1)(B)

### CRISIS COMPONENT

How do you handle crisis situations?

(benefit  
determination)

separate component     other (please explain)

If you have a separate component, how do you determine crisis assistance benefits?

Amount to resolve crisis, up to maximum

other (please describe)

**Crisis assistance benefits are expedited heating benefits. The benefit amounts are computed in the same manner as heating benefits.**

(benefit  
levels)

Please indicate maximum benefit for each type of crisis assistance offered.

heating    \$2,975    maximum benefit

cooling    \_\_\_\_\_    maximum benefit

year-round    \_\_\_\_\_    maximum benefit

Do you provide in-kind (e.g. blankets, space heaters, fans) and/or other forms of benefits?

Yes  No If yes, please describe.

2605(b)(5)  
2605(c)(1)  
(B) & (D)

### WEATHERIZATION & OTHER ENERGY RELATED HOME REPAIR AND IMPROVEMENTS

What LIHEAP weatherization services/materials do you provide? (Check all categories that apply.)

Weatherization needs assessments/audits

Caulking, insulation, storm windows, etc.

Furnace/heating system modifications/repairs

Furnace replacement

Cooling efficiency mods/repairs/replacement

Other (Please describe)

**installation, replacement, and repair of windows, exterior doors, roofs, exterior walls and floors; installation, replacement, or repair of smoke/fire alarms; and post weatherization audits of homes that were weatherized.**

Do you have a maximum LIHEAP weatherization benefit/expenditure per household?  no

If yes, what is the maximum amount? \$ \_\_\_\_\_

Under what rules do you administer LIHEAP weatherization? (Check only one.)

Entirely under LIHEAP (not DOE) rules

Entirely under DOE LIWAP rules

Mostly under LIHEAP rules with the following DOE LIWAP rule(s) where LIHEAP and LIWAP Rul. , differ (Check all that apply):

Weatherize buildings if at least 66% of units (50% in 2- & 4-unit buildings) are eligible units or will become eligible within 180 days

Weatherize shelters temporarily housing primarily low income persons (excluding nursing homes, prisons, and similar institutional care facilities).

Other (Please describe)

Mostly under DOE LIWAP rules, with the following LIHEAP rule(s) where LIHEAP and LIWAP rules differ (Check all that apply.)

Weatherization not subject to DOE LIWAP maximum statewide average cost per dwelling unit.

Other (Please describe.)

2605(b)(6) Have you changed local administering agencies from last year?  
 Yes  No

If yes, please describe how you selected them. What components are affected by the change?

(agency designation)

2605(c)(1)(E)

Please describe any additional steps (other than those described elsewhere in this plan) that will be taken to target assistance to households with high home energy burdens. (This applies to all components. If all steps to target households with high home energy burdens are described elsewhere in the plan, no further information is required here.)

2605(b)(7) Do you make payments directly to home energy suppliers?

(energy suppliers) Heating  yes  No

Crisis  yes  No

If yes, are there exceptions?  Yes  No If yes, please describe.

Applicants are paid directly if:

(1) the household pays rent and pays home heating and

electricity costs indirectly through rental payments, or

- (2) the vendor has not executed a Heating Assistance Program agreement.

A portion of the grant may be paid to the home energy supplier and the remainder to the applicant if the household pays home heating costs indirectly through rental payments but pays directly for home electricity.

2605(b)(7)(A)

If you make payments directly to home energy suppliers, how do you notify the client of the amount of assistance paid? (please describe)

At eligibility determination, the heating assistance computer system (HAS) generates two Notices of Action: one goes to the household explaining the amount of heating assistance and the distribution of benefits amongst their vendors; the other goes to the vendor listing the client's name, address, account number and grant amount.

2605(b)(7)  
(B) - (D)

New vendors, or vendors with past performance problems, are paid only upon submission of delivery invoices (line-of-credit vendors). Notice of Actions for clients using line-of-credit vendors are generated both at the time of eligibility determination, and when the entire grant has been exhausted.

How do you make sure the home energy supplier performs what is required in this assurance? If vendor agreements are used, they may be attached. Indicate each component for which this description applies.

All vendors wishing to receive heating or crisis assistance payments on behalf of their eligible customers are required to sign a Vendor Heating Assistance Agreement with the State of Alaska, Department of Health and Social Services (see Appendix D). This agreement prohibits discrimination against HAP clients.

Vendors paid in advance must confirm that the payment was received and credited to the eligible household's account.

Line of credit vendors must supply the fuel by June 30. To receive payment they must submit the invoices by July 15. The HAP issues a state warrant to the household for the balance of any HAP credit remaining after the July 15 deadline.

Each program year the HAP surveys 400 randomly selected households. The survey seeks input on proper HAP credit by vendors and any difficulties in the use of HAP credit.

Is there any difference in the way owners and renters are treated?  
If yes, please describe.

2605(b)(8)(B) HEATING ASSISTANCE:

(owners  
and  
renters)  yes  no

All households must show that they pay for home heating needs either directly, or indirectly through rent. Renters that have no direct home heating costs must provide a copy of a rent receipt or rental agreement to show that they pay rent. Households that reside in subsidized rental housing and have no direct home heating costs are not eligible.

CRISIS ASSISTANCE:

yes  no

Renters with no direct heating expenses must provide a copy of their eviction notice to be considered for expedited assistance.

WEATHERIZATION:

yes  no

All renters must have written permission of the landlord to perform weatherization work on the premises. A landlord-tenant agreement provides for rent stabilization and other tenant protections for at least 18 months after initial application. Landlords contribute 50 percent of the cost of labor and materials when the cost exceeds \$1,200 per unit for four plexes and under, \$750 per unit for five plexes and above.

2605(b)(10) How do you ensure good fiscal accounting and tracking of LIHEAP funds? (Please describe. Include a description of how you monitor fiscal activities.)

(program,  
fiscal  
monitoring,  
and audit)

Fiscal control and fund accounting procedures are provided by the State to assure proper disbursement of and accounting for federal funds. All expenditures are coded and tracked through the Alaska State Accounting System (AKSAS).

Case specific heating and crisis expenditures are tracked and reported by the HAS software. HAP staff compare this expenditure data with AKSAS on a monthly basis to ensure that the systems are consistent. Total expenditures by LIHEAP components and fiscal years are also summarized and tracked on spreadsheets by the

**Division of Administrative Services and by HAP staff.**

**The required annual financial and compliance audit of all LIHEAP funds is conducted by the Legislative Affairs Agency - Audit Division, in accordance with generally accepted accounting principles and requirements of the "Single Audit Act of 1984" (P.L. 98-502).**

**WEATHERIZATION**

**The Alaska Housing Finance Corporation (AHFC) observes all established State accounting procedures, and is subject to the financial and compliance audits conducted by the Legislative Affairs Agency. AHFC requires each subgrantee to have an annual audit which is submitted to AHFC.**

**How do you monitor program activities? (Please be sure to include a description of how you monitor eligibility and benefit determination.)**

**Ongoing review of at least 5% of heating assistance cases by the HAP caseworker supervisor ensures quality control in the eligibility and benefit determination process.**

**Maintenance of program records, case files, and financial transaction documentation by the State provides a clear monitoring and audit trail.**

**The AHFC oversight of weatherization expenditures by its subgrantees includes:**

**Annual monitoring of each subgrantee's procedures;**

**On-site monitoring of at least 10% of completed dwelling units;**

**Monitoring of at least 15% of subgrantee client files for accuracy, completeness and required forms;**

2605(b)(12)

**How is your LIHEAP program audited?  
Under the Single Audit Act? Yes If not, please describe:**

**For States and Territories:**

**Is there an annual audit of local administering agencies? X Yes \_\_\_ No**

**The weatherization subgrantees are audited annually. The state does not use local administering agencies for heating and crisis assistance.**

**How did you get timely and meaningful public participation in the**

(timely and meaningful public participation)

Development of the plan (please describe)?

**The public is provided opportunity for participation in the development of the plan through public hearing. The State publishes notices in major newspapers to solicit comments from the public and concerned agencies. Free copies of the draft plan are made available upon request. At least thirty days is provided for comment prior to any action regarding the plan.**

**At the close of the comment period the LIHEAP Policy Advisory Committee meets to review the input resulting from the public hearing. The Committee represents low income citizens, home energy suppliers, the Regulatory Commission of Alaska, the Rural Alaska Community Action Program, and concerned agencies. Due consideration is given to public comment.**

2605(a)(2)

Did you conduct public hearings on the proposed use and distribution of your LIHEAP funds?  yes \_\_\_ no When and where?

(public hearings)

**The Department of Health and Social Services held a statewide public hearing to solicit comment on the proposed use and distribution of FY 2008 LIHEAP block grant funds from June 1, 2007, through July 5, 2007.**

2605(b)(13)

Describe your fair hearing procedures for households whose applications are denied or not acted on in a timely manner. When are applicants informed of these rights?

(fair hearings)

**Fair Hearings are described in Appendix C.**

2605(b)(15)

Does the State agency that administers the following LIHEAP component also administer the State's welfare program?

HEATING ASSISTANCE

Yes \_\_\_ No

If yes, describe alternate process for outreach and intake:

**An applicant need not visit a welfare office to obtain benefits. The vast majority of LIHEAP clients mail their applications to the state office without ever visiting a public assistance office.**

**At the beginning of each program year a mass mailing is made to all the prior year recipients.**

**Applications are mailed to all of the senior centers in the state where they are made available to all who are interested. In addition, applications are delivered to home bound elderly, and assistance is provided to those needing help in completing the application form.**

(alternate outreach and intake)

Heating Assistance Program brochures are mailed to recipients of the Food Stamp Program, Alaska Temporary Assistance Program (ATAP) and the Supplemental Security Income (SSI) and Adult Public Assistance (APA) Programs.

A display advertisement is published in the Senior Voice newspaper during the months of October, November and December. This is a statewide newspaper which specifically targets the elderly. The advertisement includes information about obtaining an application form.

Interested applicants may call their local Public Assistance office to request that an Heating Assistance Program application be mailed to them. Once the application is completed it can be mailed directly to the state office in Juneau.

The State contracts with fee agents in 250 villages in Alaska, with populations ranging from 60 to 500 people, to provide applications and assist clients in completing them. Fee agents are commissioned agents of the State and are paid based on the number of client applications completed. They provide personalized service to all interested applicants in their village(s).

A statewide toll-free 24-hour telephone hotline provides information on all Division of Public Assistance programs, including heating assistance. This interactive voice response system provides general program information, information on expedited crisis assistance, and the current status of a household's application and grant payment(s).

The Heating Assistance Program office can be reached toll-free within Alaska by calling 1-800-470-3058.

Heating Assistance Program information and application forms are available under Energy Services on the State of Alaska web page at: <http://www.hss.state.ak.us/dpa/heat>

#### CRISIS ASSISTANCE

Yes  No

If yes, describe alternate process for outreach and intake:

Households seeking expedited assistance in crisis situations fax or mail their completed application to the Heating Assistance Program in Juneau. Expedite caseworkers review and take action to resolve the energy crisis within 48 hours if the household is eligible for assistance, or within 18 hours if the household is in a life

threatening situation.

An elderly or disabled applicant who is unable to leave their residence to submit an application for crisis benefits may:

- (1) have their application form picked up and faxed for them by a friend, relative, senior center representative, fee agent, charitable organization, etc., or
- (2) relay the application information to HAP staff by telephone. Expedite caseworkers will proceed with action to resolve the heating emergency for eligible applicants and will mail the application form to the applicant for signature.

Alternate processes listed for heating benefits are also applicable for crisis benefits.

2605(b)(16)

Do you use LIHEAP funds to provide services that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance? (This assurance refers to activities such as needs assessments, counseling, and assistance with energy vendors.)

yes       no

If yes, how do you ensure that you don't use more than 5% of your LIHEAP funds - statutory ceiling - for these activities?

The Heating Assistance Program uses financial coding to track LIHEAP funds used to encourage and enable households to reduce their home energy needs. Expenses charged to this code are monitored by the program coordinator to ensure that the state does not use more than 5 percent.

2607A

Please describe leveraging activities planned for the fiscal year. Complete this entry if you plan to apply for LIHEAP leveraging incentive funds and to include in your leveraging report resources/benefits provided to low income households this fiscal year under criterion (iii) in 45 CFR 96.87(d)(2). Provide the following information for each:

1. Identify and describe each resource/benefit;
2. Identify the source(s) of each resource; and
3. Describe the integration/coordination of each resource/benefit with the LIHEAP program, consistent with one or more of conditions A-H in 45 CFR 96.87(d)(2)(iii)

**Power Cost Equalization (PCE) Program**

**Description of resource/benefit**

The goal of the PCE program is to reduce the cost of power to customers in rural parts of Alaska that rely on high cost diesel fuel for most of their electric power generation. To receive a power cost equalization payment, a customer of an eligible electric utility:

- (1) must be billed by the utility in accordance with the relevant tariff, rate structure, separate demand charge, or minimum charge;
- (2) must make timely payments to the utility, for the electric power purchased, at least annually or on an appropriate schedule throughout the year; and
- (3) must pay the base amount, plus the difference between the utility rate and the amount of the power cost equalization, for each kilowatt-hour consumed.

The PCE rate is determined by the Regulatory Commission of Alaska. Utilities then submit monthly reports to the Division of Energy that documents eligible power sold. The Division of Energy calculates the amount of PCE on a monthly basis and issues payment to the utility that flows through to the customer in the form of a reduced monthly electric bill.

Through its subsidy of residential utility bills, the PCE program substantially increases the portion of heating assistance benefits available for the purchase of home heating fuel. Without PCE assistance, low income rural households would have insufficient financial resources to purchase heating fuel and maintain the electric service necessary to run their heating systems.

**Source of resource**

The State Legislature appropriates state funds for the PCE program each year.

**Integration/coordination of the resource with the LIHEAP program**

The PCE, Heating Assistance and Weatherization programs formally recognize their coordinated efforts in addressing the home energy needs of low income Alaskans through a written memorandum of agreement as described in the Leveraging Incentive Program condition F (45 CFR 96.87(d)(2)(iii)(F)).

The coordination responsibilities of the parties include:

Preparation of an annual low-income integrated service report which includes the number of households, by PCE participating community, receiving state or tribal LIHEAP heating or

weatherization assistance; the estimated percentage of PCE utility customers receiving heating or weatherization assistance; and the percentage of households ineligible for PCE due to bill non-payment.

Additional Heating Assistance Program outreach efforts to target households not eligible for PCE due to bill non-payment, including dissemination of such information to LIHEAP tribal providers.

Additional outreach efforts through the weatherization service providers to target households ineligible for PCE due to bill non-payment, in villages selected for weatherization work.

Consumer education through weatherization providers to households ineligible for PCE due to non-payment, when weatherization crews are working in the village where the non-payment occurred. If there is a high incidence of non-payment in the village, technical assistance will be offered to the utility to help determine the cause of the non-payment.

Work with utilities receiving PCE to enhance energy conservation in villages where weatherization work is performed.

Weatherization crews could install utility provided conservation materials, diagnose high bill complaints or other conservation measures to be negotiated.

An annual report by the PCE program of the communities and utilities participating in the program, the number of residential customers served, the average monthly eligible kilowatt-hour per customer for each utility, the PCE rate per utility, and the number of months the utility participated in the PCE program (if less than twelve).

An annual list of the number of eligible households by utility and community made non-eligible for PCE due to 12 months of non-payment.

\* Leveraged resources/benefits that are counted under criterion (iii) in 45 CFR 96.87(d)(2) must be identified and described in the grantee's LIHEAP plan and distributed as indicated in the plan.

STATE LIHEAP CONTACT PERSON

Please send copies of all fiscal and program information to the Program Coordinator listed below:

Melinda Cavanaugh  
State of Alaska  
Department of Health & Social Services  
Division of Public Assistance  
Heating Assistance Program  
400 Willoughby Ave., Suite 301  
Juneau, Alaska 99801-1700  
(907) 465-3099  
FAX (907) 465-3319  
Internet: [melinda.cavanaugh@alaska.gov](mailto:melinda.cavanaugh@alaska.gov)

## State of Alaska

## APPENDIX A

Community	Oil/	Natural
	Electricity/ Propane	Gas
Adak	6	N/A
Akhiok	8	N/A
Akiachak	21	N/A
Akiak	21	N/A
Akutan	11	N/A
Alakanuk	21	N/A
Alatna	27	N/A
Aleknagik	13	N/A
Alexander Creek	7	N/A
Allakaket	27	N/A
Ambler	35	N/A
Anaktuvuk Pass	16	N/A
Anchor Point	6	N/A
Anchorage	8	5
Anderson	11	N/A
Angoon	8	N/A
Aniak	21	N/A
Annette	6	N/A
Anvik	19	N/A
Arctic Village	32	N/A
Atka	6	N/A
Atmautluak	19	N/A
Atkasuk	24	N/A
Barrow	21	6
Beaver	24	N/A
Beluga	7	N/A
Bethel	16	N/A
Bettles	29	N/A
Big Lake	7	5
Birch Creek	27	N/A
Brevig Mission	23	N/A
Buckland	33	N/A
Cantwell	11	N/A
Central	23	N/A
Chalkyitsik	28	N/A
Chase	8	N/A
Chefornak	20	N/A
Chena Hot Springs	11	N/A
Chenega	8	N/A
Chevak	25	N/A
Chickaloon	8	N/A
Chicken	19	N/A
Chignik	9	N/A
Chignik Lagoon	9	N/A
Chignik Lake	9	N/A

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Community	Oil/ Electricity/ Propane	Natural Gas
Chiniak	6	N/A
Chistochina	12	N/A
Chitina	11	N/A
Chuathbaluk	21	N/A
Chugiak	7	5
Circle	23	N/A
Circle Hot Springs	23	N/A
Clam Gulch	7	N/A
Clarks Point	16	N/A
Clear	11	N/A
Coffman Cove	6	N/A
Cohoe	7	N/A
Cold Bay	11	N/A
Cold Foot	19	N/A
College	10	N/A
Cooper Landing	9	6
Copper Center	11	N/A
Cordova	7	N/A
Craig	5	N/A
Crooked Creek	26	N/A
Deering	31	N/A
Delta Junction	11	N/A
Denali Park	10	N/A
Dillingham	11	N/A
Diomedea	27	N/A
Dot Lake	12	N/A
Dutch Harbor	6	N/A
Eagle	19	N/A
Eagle River	8	5
Edna Bay	11	N/A
Eek	22	N/A
Egegik	15	N/A
Eilson AFB	11	N/A
Eklutna	8	5
Ekuk	16	N/A
Ekwok	14	N/A
Elfin Cove	6	N/A
Elim	26	N/A
Elmendorf AFB	8	5
Emmonak	24	N/A
Ester	11	N/A
Evansville	29	N/A
Excursion Inlet	7	N/A
Fairbanks	10	N/A
False Pass	11	N/A

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Community	Oil/	Natural
	Electricity/ Propane	Gas
Fort Greely	11	N/A
Fort Richardson	8	5
Fort Wainwright	10	N/A
Fort Yukon	23	N/A
Fox	11	N/A
Fritz Creek	7	N/A
Funter Bay	7	N/A
Gakona	11	N/A
Galena	20	N/A
Gambell	27	N/A
Georgetown	26	N/A
Girdwood	8	5
Glennallen	11	N/A
Golovin	26	N/A
Goodnews Bay	20	N/A
Grayling	22	N/A
Gulkana	11	N/A
Gustavus	6	N/A
Haines	6	N/A
Halibut Cove	7	N/A
Hamilton	24	N/A
Healy	10	N/A
Healy Lake	13	N/A
Hollis	5	N/A
Holy Cross	21	N/A
Homer	7	N/A
Hoonah	7	N/A
Hooper Bay	25	N/A
Hope	7	N/A
Houston	7	N/A
Hughes	33	N/A
Huslia	30	N/A
Hydaburg	5	N/A
Hyder	4	N/A
Igiugig	12	N/A
Iliamna	19	N/A
Indian	8	5
Ivanof Bay	12	N/A
Juneau	5	N/A
Kake	6	N/A
Kaktovik	24	N/A
Kalskag (Lower)	23	N/A
Kalskag (Upper)	23	N/A
Kaltag	22	N/A
Karluk	10	N/A

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Community	Oil/ Electricity/ Propane	Natural Gas
Kasaan	5	N/A
Kasigluk	19	N/A
Kasilof	7	N/A
Kenai	8	6
Kenny Lake (Tonsina)	11	N/A
Ketchikan	4	N/A
Kiana	26	N/A
King Cove	11	N/A
King Salmon	13	N/A
Kipnuk	20	N/A
Kivalina	28	N/A
Klawock	5	N/A
Klukwan	8	N/A
Knik	7	5
Kobuk	35	N/A
Kodiak	6	N/A
Kokhanok	19	N/A
Koliganek	16	N/A
Kongiganak	22	N/A
Kotlik	24	N/A
Kotzebue	21	N/A
Koyuk	25	N/A
Koyukuk	20	N/A
Kwethluk	20	N/A
Kwigillingok	22	N/A
Lake Minchumina	27	N/A
Larsen Bay	7	N/A
Levelock	12	N/A
Lime Village	26	N/A
Manley Hot Springs	13	N/A
Manokotak	16	N/A
Marshall	25	N/A
McCarthy	11	N/A
McGrath	22	N/A
McKinley Park	10	N/A
Mekoryuk	21	N/A
Mentasta Lake	12	N/A
Metlakatla	6	N/A
Minto	16	N/A
Moose Creek	11	N/A
Moose Pass	6	N/A
Mountain Village	25	N/A
Myers Chuck	5	N/A
Naknek	13	N/A
Nanwalek	8	N/A

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Community	Oil/	Natural
	Electricity/ Propane	Gas
Napakiak	11	N/A
Napaskiak	20	N/A
Nelson Lagoon	8	N/A
Nenana	11	N/A
New Stuyahok	16	N/A
Newhalen	19	N/A
Newtok	25	N/A
Nightmute	21	N/A
Nikiski	7	6
Nikolaevsk	6	N/A
Nikolai	27	N/A
Nikolski	6	N/A
Ninilchik	8	N/A
Noatak	32	N/A
Nome	17	N/A
Nondalton	19	N/A
Noorvik	26	N/A
North Pole	11	N/A
Northway	12	N/A
Nuiqsut	20	N/A
Nulato	24	N/A
Nunapitchuk	19	N/A
Ohogamiute	25	N/A
Old Harbor	7	N/A
Oscarville	20	N/A
Ouzinkie	6	N/A
Palmer	7	5
Paxson	12	N/A
Pedro Bay	19	N/A
Pelican	7	N/A
Perryville	9	N/A
Peters Creek	8	5
Petersburg	5	N/A
Pilot Point	12	N/A
Pilot Station	25	N/A
Pitka's Point	25	N/A
Platinum	20	N/A
Point Baker	11	N/A
Point Hope	23	N/A
Point Lay	18	N/A
Port Alexander	11	N/A
Port Alsworth	19	N/A
Port Graham	8	N/A
Port Heiden	12	N/A
Port Lions	8	N/A

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Community	Oil/ Electricity/ Propane	Natural Gas
Port Protection	11	N/A
Portage	8	5
Portage Creek	14	N/A
Quinhagak	20	N/A
Rampart	20	N/A
Red Devil	26	N/A
Ruby	19	N/A
Russian Mission	25	N/A
Saint George	11	N/A
Saint Marys	25	N/A
Saint Michael	23	N/A
Saint Paul	11	N/A
Saichu	11	N/A
Sand Point	8	N/A
Savoonga	27	N/A
Saxman	4	N/A
Scammon Bay	22	N/A
Selawik	29	N/A
Seldovia	9	N/A
Seward	6	N/A
Shageluk	24	N/A
Shaktoolik	21	N/A
Sheldon Point	24	N/A
Shishmaref	29	N/A
Shungnak	35	N/A
Sitka	6	N/A
Skagway	8	N/A
Skwentna	11	N/A
Slana	12	N/A
Sleetmute	26	N/A
Soldotna	9	6
Solomon	26	N/A
South Naknek	13	N/A
Stebbins	21	N/A
Stelling	9	6
Stevens Village	23	N/A
Stony River	26	N/A
Sutton	7	5
Takotna	20	N/A
Talkeetna	8	N/A
Tanacross	12	N/A
Tanana	20	N/A
Tatitlek	11	N/A
Telida	27	N/A
Teller	23	N/A

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Community	Oil/	Natural
	Electricity/ Propane	Gas
Tenakee	7	N/A
Tetlin	16	N/A
Thorne Bay	5	N/A
Togiak	17	N/A
Tok	12	N/A
Toksook Bay	21	N/A
Tonsina	11	N/A
Trapper Creek	8	N/A
Tuluksak	21	N/A
Tuntutuliak	20	N/A
Tununak	20	N/A
Twin Hills	17	N/A
Two Rivers	11	N/A
Tyonek	7	N/A
Ugashik	12	N/A
Unalakleet	21	N/A
Unalaska	6	N/A
Valdez	8	N/A
Venetie	23	N/A
Wainwright	21	N/A
Wales	27	N/A
Ward Cove	4	N/A
Wasilla	7	5
Whale Pass	6	N/A
White Mountain	26	N/A
Whittier	8	5
Willow	7	N/A
Wiseman	19	N/A
Wrangell	5	N/A
Yakutat	6	N/A

Note: If natural gas utility service becomes available in additional communities, the division will use the natural gas points from the geographically closest community with natural gas listed above.

## Household Gross Monthly Income

Family Size	Percent of Alaska Poverty Level Using 2007 HHS Poverty Guidelines					
	1.0	0.9	0.8	0.7	0.6	0.5
	0 - 25%	26 - 50%	51 - 75%	76 - 100%	101 - 125%	126 - 150%
1	0 - 266	267 - 532	533 - 798	799 - 1,064	1,065 - 1,330	1,331 - 1,596
2	0 - 357	358 - 713	714 - 1,070	1,071 - 1,427	1,428 - 1,783	1,784 - 2,140
3	0 - 447	448 - 895	896 - 1,342	1,343 - 1,789	1,790 - 2,236	2,237 - 2,684
4	0 - 538	539 - 1,076	1,077 - 1,614	1,615 - 2,152	2,153 - 2,690	2,691 - 3,228
5	0 - 629	630 - 1,257	1,258 - 1,886	1,887 - 2,514	2,515 - 3,143	3,144 - 3,771
6	0 - 719	720 - 1,438	1,439 - 2,158	2,159 - 2,877	2,878 - 3,596	3,597 - 4,315
7	0 - 810	811 - 1,620	1,621 - 2,429	2,430 - 3,239	3,240 - 4,049	4,050 - 4,859
8	0 - 900	901 - 1,801	1,802 - 2,701	2,702 - 3,602	3,603 - 4,502	4,503 - 5,403
9	0 - 973	974 - 1,946	1,947 - 2,919	2,920 - 3,892	3,893 - 4,865	4,866 - 5,838
10	0 - 1,045	1,046 - 2,091	2,092 - 3,136	3,137 - 4,182	4,183 - 5,227	5,228 - 6,273
11	0 - 1,118	1,119 - 2,236	2,237 - 3,354	3,355 - 4,472	4,473 - 5,590	5,591 - 6,708
12	0 - 1,190	1,191 - 2,381	2,382 - 3,571	3,572 - 4,762	4,763 - 5,952	5,953 - 7,143

## APPENDIX C

## FAIR HEARING PROCEDURES

To help inform applicants of their rights, the Heating Assistance Program (HAP) income guidelines, hearing procedures, and civil rights information is printed on each application. General eligibility criteria is printed on outreach materials.

The State will provide the opportunity for an administrative hearing to any household whose application is not acted upon within 45 days of receipt in the HAP central office.

Clients are informed of any action taken on their case by a Notice of Action. This notice includes an explanation of the right to a fair hearing.

An applicant who disagrees with any action which reduces, suspends, denies, or terminates benefits may request a fair hearing within 30 days of the date of the notice. However, year to year program changes affecting all applicants are not subject to these hearings.

A request for a fair hearing may be submitted in writing, by telephone, or in person by a member of the household or its representative to any office of the Division of Public Assistance. Upon receipt of the request the Division will conduct a review of the case. If an error occurred, the action is corrected and the household is notified in writing. If no error is apparent, the Division will send the household a letter explaining the information used to determine the household's eligibility and how the program rules were applied. The household is instructed to contact the Division to pursue a fair hearing request if they believe an error was made on their case. They are further advised that if they do not contact the Division, the Division will conclude that the fair hearing request has been withdrawn.

A household may wish to have a pre-hearing conference between a representative of the Division and the household and/or its representative. Misunderstandings about program rules and criteria may be resolved through discussion at the conference and may make the hearing unnecessary.

Pre-hearing conferences and fair hearings may be held by telephone. The household has the right to do all the following before and during the hearing:

- (1) Examine all documents and records that will be used at the hearing including the manuals or manual sections relied on by the Division in taking the contested action.
- (2) Present the case personally or be represented by an attorney, paralegal, friend, or any person who may be helpful in the presentation of the case.
- (3) Bring witnesses.
- (4) Advance arguments without undue interference.
- (5) Question or refute any testimony or evidence, including an opportunity to confront and cross examine adverse witnesses.
- (6) Submit evidence to establish all pertinent facts and circumstances in the case.

The Division will hold the hearing, make a decision, notify the household, and implement the decision within 90 days of the request for the hearing.

#### WEATHERIZATION FAIR HEARING PROCESS

##### Appeal of Ineligibility

1. A Subgrantee shall identify in a determination letter to an ineligible client the reason(s) for ineligibility. If a reason is for lack of sufficient information or documentation, the Subgrantee shall identify what is required for reconsideration.
2. The letter shall identify that an appeal of the decision can be made and must go first to the head of the Subgrantee's weatherization program.
3. The appeal process for ineligibility is as follows:

##### Level 1

- a. The applicant must notify the Subgrantee that an appeal is made and supply any information noted in the ineligibility letter;
- b. The Subgrantee weatherization head reviews the appeal;
- c. The Subgrantee weatherization head will make a decision on the appeal and notify the client. If the decision is that the client is still ineligible, the Subgrantee shall inform the client that the client can request the Subgrantee submit a further appeal to the State.

##### Level 2

- d. If the client has requested the Subgrantee appeal to the State, the Subgrantee shall submit the client file to the State weatherization program manager;
- e. The State weatherization program manager will review the file and give a copy of the file to the State project director, along with a recommendation;
- f. The State project director will make a final decision on the eligibility status and notify the client and the Subgrantee.

## APPENDIX D

**State of Alaska  
Department of Health and Social Services  
Heating Assistance Program  
Vendor Agreement**

PARTIES

- a. State of Alaska, Department of Health and Social Services, Division of Public Assistance, hereinafter called DPA, and
- b. \_\_\_\_\_ hereinafter called the Vendor.  
(Name of Home Heating Supplier)

PURPOSE OF AGREEMENT

The purpose of this agreement is to provide for the payment of home heating costs on behalf of low-income households eligible for the Heating Assistance Program (HAP). To accomplish this the parties agree to the following terms and conditions.

DPA CONDITIONS

1. Upon certification of an eligible household, DPA shall send a written Notice of Action to the Vendor and the household. The notice will state the amount of heating assistance available to the household, and how the assistance is to be distributed among its vendors.
2. DPA shall then make a cash advance payment equal to the amount of heating assistance assigned to the Vendor on the household's behalf.
3. DPA will make heating assistance payments only for home heating products (i.e. fuel oil, electricity, natural gas, propane, wood, coal, and in some cases gasoline when used only to harvest and gather wood). Incidental charges necessary for use and delivery of home heating may be paid from an eligible household's heating assistance benefits (i.e. charges for reconnection of service, late payment, delivery, deposits or memberships).

VENDOR CONDITIONS

1. The Vendor will charge the eligible household, in the normal billing process, the difference between the actual cost of the home energy and the amount of the payment received from the Heating Assistance Program. If payment covers only a portion of the balance due, it must be applied to the oldest part of the bill.

2. The Vendor agrees that no household receiving heating assistance will be treated adversely because of such assistance under applicable provision of the State law or public regulatory requirements.
3. The Vendor agrees not to discriminate, either in cost of goods supplied or the services provided, against the household on whose behalf payments are made. Information about grantees and their benefits are to be confidential.
4. The Vendor will, after receipt of the written notice of a household's eligibility and upon the household's request, provide home heating fuel to the eligible household (unless such action violates established company policy). To speed up Vendor notification of a household's eligibility and the delivery of service in emergency situations, Vendors may be advised by telephone by an authorized DPA representative of a household's eligibility.
5. Vendors receiving cash advances from HAP on behalf of eligible households for overdue or future home heating bills must promptly provide verification to HAP that the payments were received and credited to the household's account. This may be accomplished by either a signed statement citing the name, date and the amount credited to the household's account, or by submitting a copy of the household's bill which shows the credited HAP payment. Once confirmation of payment is received by HAP, no further verification of the use of HAP credit is required (except as required by conditions 7 and 8 below).
6. Vendors receiving cash advances on behalf of eligible households must apply such payments only to the home energy portion of the household's account. Vendors must list the credited HAP payment on the household's bill, invoice or statement. Payments may be used only for approved home heating products for the eligible households own use (DPA Condition No. 3) and not for any other non-heating related charges.
7. If a household with a prepaid HAP credit balance chooses to close its service account with the Vendor, the remaining credit must be refunded directly to the household or the DPA. HAP must be notified promptly of refunds made to a household by a statement containing the household's name, amount of the refund, and the date. If the Vendor elects to make the refund to DPA, the check payable to the State of Alaska should be sent to HAP referencing the customer's name. NOTE: Vendor's are not obligated to refund HAP credit upon request of the household unless the household is closing its service account, (i.e. moving or changing home heating vendors).
8. If a household with a prepaid HAP credit balance dies, the credit balance may be left on the same service account for use by surviving family or household members. If there are no other persons in the household continuing to use the service account, the Vendor must promptly refund the remaining credit to the State. Similarly, if a household moves without leaving a forwarding address, the Vendor must promptly refund remaining credit to the State. If a credit balance goes unused for six months and the Vendor cannot contact the client, the credit balance must be refunded to the state.

This agreement is not effective until signed by both parties.

VENDOR

STATE OF ALASKA

\_\_\_\_\_  
Name of company as reported to the I.R.S.

\_\_\_\_\_  
*Division of Public Assistance*  
Name of Organization

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
*400 Willoughby, Suite 301*

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
*Juneau, Alaska 99801-1700*

Phone No: \_\_\_\_\_

Phone No: *(907) 465-302* \_\_\_\_\_

FAX No: \_\_\_\_\_

FAX No: *(907) 465-3319* \_\_\_\_\_

X  
\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Type or Print Name Above

\_\_\_\_\_  
*Melinda Cavanaugh*  
Type or Print Name Above

\_\_\_\_\_  
Title

\_\_\_\_\_  
*Program Coordinator*  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

=====  
Please furnish the following information for your company

Business Status:

\_\_\_\_ Non-profit

\_\_\_\_ Parent

\_\_\_\_ Corporation

\_\_\_\_ Sole proprietor

\_\_\_\_ Subsidiary \_\_\_\_\_  
Name of parent co.

List of communities served:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

List of home heating products sold:

\_\_\_\_\_

\_\_\_\_\_ Using Parent Tax I.D.

\_\_\_\_\_ Other

Tax I.D. No: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Brand of heating products sold  
(Chevron, Union, Tesoro, etc.):

\_\_\_\_\_

\_\_\_\_\_

## ADDITIONAL CERTIFICATIONS AND REQUIREMENTS

Attached are additional certifications required as follows:

- Lobbying certification, which must be filed by all States and territories. If applicable Form LLL, which discloses lobbying payments, must be submitted. (TRIBES and tribal organizations are EXEMPT)
- Debarment and suspension certification, which must be filed by all grantees.
- Drug-free workplace requirement certification, which must be filed by all grantees, unless the grantee has filed a statewide certification with the Department of Health and Human Services.
- If you have filed a statewide certification for the drug-free workplace requirement, please check here:   X
- A report on the number and income levels of households applying for and receiving LIHEAP assistance, and on the number of recipient households that have members who are elderly, disabled, or young children.
- Though not a part of this application, the report on funds to be carried over or available for reallocation required by section 2607(a) for the preceding year must be submitted by August 1 of each year. A grant award for the current fiscal year may not be made until it is received.

**2008 HOUSE FINANCE  
COMMITTEE ATTENDANCE**

DATE: 7/25/08

**Circle Meeting Chair:      Meyer      Chenault**  
    Hoffman

MEMBER                                  PRESENT                                  ABSENT

RF	REP. FOSTER		
MN	REP. NELSON		
BT	REP. THOMAS	✓	
MK	REP. KELLY	✓	
KM	REP. MEYER	✓	
MC	REP. CHENAULT	✓	
BS	REP. STOLTZE	✓	
LG	REP. GARA <i>on-line</i>		✓
HC	REP. CRAWFORD		
MH	REP. HAWKER	✓	
RJ	REP. JOULE	✓	

*Rep Edgeman*