PROGRAM STANDARDS

A. OPENING AND CLOSING DATES FOR HEAT PROGRAM
The HEAT Program begins accepting and approving applications for elderly, disabled and households with children under six years of age and outreach each October 1st or the first working day thereafter. Applications for the general public will be processed beginning November 1st of each year. The HEAT Program closes the following April 30th or when federal LIHEAP funds are exhausted, whichever comes first. The program’s closing date may be extended when available funding permits.

Applications taken on or before the program closing date will be processed. If funds are exhausted before all applications are processed, notice of non-payment will be sent to those households whose applications could not be processed.

B. ELIGIBILITY STANDARDS
Benefits are available to all eligible Utah residents regardless of race, religion, national origin, sex, age, or political belief. Utah households that meet the following three points of eligibility are eligible for LIHEAP/HEAT benefits:
1. Total household income is at or below 150% of the federal poverty level after allowable deductions.
2. The household is “vulnerable,” meaning they are responsible (either directly or indirectly) for paying their home heating costs.
3. The household has at least one person who is a U.S. citizen or a “qualified non-citizen.” To be eligible for HEAT assistance, a person must be a U.S. born citizen, a naturalized citizen, or qualified non-citizen as documented by the U.S. Citizenship and Immigration Services (USCIS).
   a) Individuals from these U.S. Territories are U.S. citizens and are eligible for HEAT assistance:
      Guam
      American Sama
      Northern Marianas Islands
      U.S. Virgin Islands
      Puerto Rico
   b) Any of the following documents are proof of naturalized citizenship or qualified resident status. Examples of most of these documents may be viewed in the U.S. Immigration and Customs Enforcement 11/2011 “Guide to Selected U.S. Travel and Identity Documents”—page numbers referenced if available.
      i. A current U.S. Passport—p.2
      ii. A valid Certificate of Naturalization (Form N-550)—p.7
      iii. A Permanent Resident Card (Form I-551)—p.10-12. (Expired is acceptable)
      iv. A valid Employment Authorization Card (Form I-766)—p.13 only if it is one of the following categories: A3, A4, A5, A10, C11, C25, RE1, RE2, RE3, RE4, RE5.
      v. A valid Arrival/Departure Record (Form I-94)—p.20 only if the Customs and Border Protection endorsement stamp is marked with one of the following classes: I-551, 203A7, 207, 208, 212D5, RE1, RE2, RE3, RE4, RE5.
      vi. A valid Approval Notice (Form I-797A)—p.21 only if issued with one of the following classes: I-551, 203A7, 207, 208, or 212D5.
      vii. Social Security Card (without notes regarding work authorization status).
   c) Special Classes of Immigrants: Some immigrants have been granted special status and may not have the documents listed above. These could include Asylees, Cuban or Haitian entrants, Battered Alien Spouses, Trafficking Victims, Amerasians, and certain immigrants from Iraq and Afghanistan. If a client claims special status as part of one of these groups contact the state office for assistance determining necessary documentation.
C. INELIGIBLE RESIDENTS

1. Persons ineligible to participate in the HEAT Program are:
   a) Persons who hold an USCIS I-94 who are admitted as temporary entrants (such as students, visitors, tourists, diplomats, etc.).
   b) Non-citizens who have none of the documents listed in 3.b.
   c) Persons possessing an Individual Taxpayer Identification Number (ITIN) are not considered legal residents. An ITIN is issued by the U.S. Internal Revenue Service to individuals who are required to have a U.S. taxpayer identification number but who do not have, and are not eligible to obtain a Social Security Number issued by the Social Security Administration. The ITIN is for tax purposes only, and may be used if an individual is listed as an applicant, dependent, or spouse on a U.S. Tax form.
   d) Immigrants from the Marshall Islands, Palau, and Micronesia are not eligible for HEAT or any other federal benefit unless they have one of the documents listed on p.6 of the HEAT Policy Manual. The U.S. treaty with the Marshall Islands, Palau, and Micronesia that gives special privileges does not allow access to benefits. Contact USCIS to apply for a Permanent Resident card.