

406-265-6743  
1-800-640-6743



SERVING BLAINE, HILL & LIBERTY COUNTIES

# Heatin' Up the Hi-Line

# Need help paying your heating bill?

Greetings from the Havre Hi-Line Energy Program at District 4 Human Resources Development Council (HRDC). Our program would like to remind and in some cases, introduce you to the vital energy assistance programs available.

There are several programs available to renters and homeowners who need help with their heating bills or home energy conservation.

A low income heat assistance program called **Low Income Energy Assistance Program, LIEAP**, is available for households that meet the below-mentioned income and resource guidelines. If you qualify for

LIEAP, you automatically receive NorthWestern Energy's low-income discount.

**Energy Share Program of Montana** may assist for emergency disconnect situations. This program is an **interest-free loan** program. We consider income but because Energy Share is privately funded, we have more flexibility to assist households than most government programs. Energy Share operates 12 months, to families that may not qualify for the Low Income Energy Assistance Program.

**Big Flat and Hill County Electric** bill assistance are a monetary benefit

### Energy Assistance



Weatherization • LIEAP • Energy Share  
**265-6743**  
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disbursed by our Energy Program. These programs begins after January 1st.

For more information regarding these programs please call our **Energy Program, 265-6743** or visit our **website at [www.hrdc4.org](http://www.hrdc4.org)**.

## Heating-Up Hi-Line Households

Whether you heat with propane, natural gas, wood, or electricity, we want to help you with your heating bill needs. If your household falls within the income and resource limits and you live in Blaine, Hill, or Liberty Counties, apply with our office.

Whether you're a renter or a homeowner, you are eligible to apply. If you are unsure of eligibility requirements, please call our office, 265-6743. **Our address is 2229 5th Avenue, Havre. We are open Monday-Friday 8 am-5pm.**

**October 1st the heating season officially begins.**

## Household Income & Resource Limits

Based upon the Federal poverty level, your household (HH) must meet the following limits for BOTH income and resources.

All earned and unearned incomes for every household member, regardless of age or relationship, must be included.

**Resources include** cash on hand, checking and savings accounts, CDs, IRA's, annuities, stocks, bonds, equity value of real property other than the home in which you live.

**Regardless of household size, the household RESOURCE LIMIT may not exceed \$23,232.**

HH Size	Gross Income Limit	Resource Limit
1	\$25,248	\$11,610
2	\$33,017	\$17,422
3	\$40,785	\$18,584
4	\$48,554	\$19,746
5	\$56,323	\$20,908
6	\$64,091	\$22,070
7	\$65,548	\$23,232
8	\$67,005	\$23,232

# Low Income Energy Assistance Program (LIEAP)

October 1st thru April 30th

**October 1st is the official first day of the heating season.** LIEAP continues until April 30 and we CANNOT accept or process applications after this date.

If you applied during the past LIEAP season, October through April the State of Montana will mail your new LIEAP application directly to you. If you have moved and did not contact us to report your new address, you will need to call our office and we can mail you an application. Or you may stop by and pick one up. Letters are not forwarded from one residence to another.

As a reminder, LIEAP is intended as a SUPPLEMENT only and benefit is paid only once. LIEAP benefits are calculated for heating costs only. LIEAP does NOT



pay for lights, heating your water, or cooking costs. These costs are your responsibility.

Continue making payments to your heat vendor. If you have received a disconnect notice, contact your vendor immediately to work out a payment arrange-

ment. Processing an application takes approximately six to eight weeks. Completed applications are processed in the order in which they are received. A completed application consists of the actual application and all supporting documents. Failure to submit required documents, will result in application delay. Incomplete applications delay or in some instances result in the denial of benefits. Our office recommends you read the application "Mandatory Items" check off list to ensure you have submitted ALL required documents.

*Do you live in a house, apartment, mobile home? RV? Rent or own? LIEAP could help pay some of your heating costs.*

## Speed-Up Your Application Process

### Mandatory items required for a completed application

**An application cannot be processed if the following items are not included.**

- Most current heating bill. *Propane applicants must supply a letter from your vendor stating they will accept you as a LIEAP customer.*
- Verification of gross (*before taxes*) income for the 6-months preceding the month of application for **ALL** household members, regardless of age or relationship. Paystubs or wage history from employer.

\* UNEARNED income must also be included. Unearned income could be: Social Security; Supplemental Security Income; VA benefits; Railroad Retirement; child support; TANF; Tribal TANF; GA; Unemployment; Sect 8 Utility Payments; Pensions; College Financial Aid award letters, etc.

\* NOTE: Our office cannot accept bank statements as income verification.

- Copies of **ALL** household members Social Security cards. *To enhance program integrity, SSN 's are collected and verified on every client and household member.*
- Photo ID for everyone 18 and older
- Everyone 16 and older must sign the application.
- Custody letter (only one HH may claim children ) (*if applicable*)
- **ALL** household members must provide current bank statement for all checking & saving accounts, CD's, Stocks, Bonds, IRA, 401(K), 403(b) or other retirement. Even if the balance is 'zero' we still require verification. (*if applicable*)
- Current equity value of real property/land which is **not** the family home. *For example, if you have another house you own, and rent out, we need equity value of that property and land.*

**Additional application tips:** *Each year, our office receives hundreds of applications for assistance. Missing documents or incomplete applications delay the benefit processing. People who do not keep appropriate records may find it frustrating to gather the mandatory information and thus complete the application process. We realize the process may be discouraging, but the benefit of following through with the process will literally "pay-off" in the end.*

*We suggest you keep all past paystubs from all jobs, award letters, and any IRS income verifications.*

*Our office cannot gather verification of income for you or any of the household members. It is your responsibility to gather this mandatory documentation.*

**Did Ya Know? Nearly 60,000 Montanans qualify for LIEAP; however, only about 20,000 apply each year.**

## Bill Neglect = Disconnect

If you find yourself getting behind on your NorthWestern Energy bill, please call 1-888-467-2669 RIGHT AWAY and set-up a payment arrangement. You could avoid having your services disconnected.

If service is disconnected, you only have three days to remedy your delinquent account. After three days, your account is considered "inactive" indefinitely.

### Disconnect Service is Year-Round

By Montana law, NWE CAN and IS allowed to disconnect service year round, even during winter!

**Don't ignore your bill.**



### Notices-TERM1, TERM2, DISCONNECT

NWE, by law, must give you notice of shutoff. You will receive two warning letters. The first letter is TERM1. The second warning is TERM2. The third warning will be a note on your door indicating the scheduled date for disconnect.

Unfortunately, if your account becomes "Inactive" our Energy Program will be unable to assist you with LIEAP.

## Account is Not In My Name, may I apply? **YES.** Subsidized Rent Households, may I apply? **YES.**

### **Account is Not in Household Members Name**

Your household may be eligible for fuel assistance. There is an additional form the account holder (person named on account) must complete. You can be compensated up to the amount of your benefit with a receipt showing the amount you paid on that account.

Be sure you mention this fact when you apply.

### **Heat & Utilities are Included in Rent**

Subsidized rent households responsible for your heating obligation are eligible for LIEAP. Certain restrictions may effect benefit issuance.

Publicly subsidized households whose energy costs are included in rent or who have an obligation to pay a base load electric bill and meet the income guidelines would be eligible for a modified LIEAP benefit.

Please call our office for additional information and explanation of these scenarios at anytime 406-265-6743. We'd be happy to assist your concerns.

*LIEAP is a one time only benefit during each heating season. It is not a monthly benefit.*

## Tribal Service Population

Households residing within the service population of an Indian Tribe which receives funds from the DPHHS to run its own Tribal Low Income Energy Assistance Program (Tribal LIEAP) shall NOT be eligible for benefits from any other LIEAP provider. Even if the Tribal programs run out of funds, unfortunately, the State program does not serve those areas.

Benefit awards will be prorated for households or individuals that are eligible for or received a Tribal LIEAP benefit for the same heating season if the household changes residence or circumstances and is no longer eligible for Tribal LIEAP benefits or if the individual leaves the household and is no longer eligible for Tribal LIEAP.

These households or individuals are eligible for a pro-rated benefit for the remainder of the heating season from the date of the change of circumstances.

**Fort Belknap Tribal LIEAP contact: 353-8499**

**Rocky Boy Tribal LIEAP contact: 395-4728**

## Four Steps to Applying

1. **Contact the District 4 HRDC Energy Program** for an application (406) 265-6743 or 1-800-640-6743. You may find online applications at: <http://www.hrdc4.org/energy/> starting October 1.
2. **Provide Proof of Eligibility** When you apply for assistance, all applicants must supply the eligibility worker with proof of certain documents. All records and information provided by you or obtained through verification are confidential and are not available to the public.
3. **Your Notice of Eligibility** After applying, you will be sent a letter of notification. It will tell you if you are eligible for assistance and if so, what benefits you may expect to receive. Do not call our office to "check on your application status". IT DELAYS PROCESSING.
4. **Receiving Assistance** If you are eligible, most often, payments are made directly to your utility company or the fuel vendor.



Contact the Energy Program for questions  
(406) 265-6743 or 1-800-640-6743



[www.facebook.com/district4hrdc](http://www.facebook.com/district4hrdc)

# Weatherization Program

Call 265-6743 or 1-800-640-6743 for **ALL** Weatherization questions



**What is Weatherization?** Weatherization is designed to conserve energy and cut fuel costs for LIEAP eligible households.

**I live on a reservation, am I eligible for Weatherization?** If your household is currently Tribal LIEAP approved, your household may be eligible. You will need to complete a "Tribal Weatherization Application". [www.hrdc4.org](http://www.hrdc4.org)

**How does Weatherization determine eligibility?** Eligibility is based on a household's total annual gross income. The program is designed to assist homeowners and renters in making homes more energy efficient. Priority is given to the elderly and the disabled.

**Can I schedule a Weatherization audit?** If your residence is in need of Weatherization, contact the HRDC Weatherization Program. Once eligibility is confirmed, an auditor will call you to schedule an energy audit. Upon completion of the energy audit, the auditor will determine which

measures are allowable according to state regulations. You will then receive a call to schedule the Weatherization work. ONLY ENERGY RELATED repairs and improvements that will reduce infiltration and heat loss to the residence will be done.

**How much does it cost?** There is NO COST to you.

Weatherization services are in great demand and the budget is limited, we are only able to do a few homes each year. All homes are prioritized by energy consumption. It's impossible to get to all homes, and in some cases, it may take two to three heating seasons for your home to make the list of selected homes. If you are contacted, you must call us right away to set-up an appointment.

**For more information please contact:** 265-6743 or 1-800-640-6743 ext 1121.

**Income guideline for Weatherization only if household does not qualify for LIEAP**

Household Size	Income Limit
1	\$25,248
2	\$33,820
3	\$42,660
4	\$51,500
5	\$60,340
6	\$69,180
7	\$78,020

## DISTRICT 4 HRDC HAVRE - ENERGY PROGRAM

2229 5th Avenue  
Havre MT 59501

Phone: 406-265-6743  
Toll Free: 1-800-640-6743  
Fax: 406-265-1312  
[www.hrdc4.org](http://www.hrdc4.org)

Monday thru Friday  
8:00 am to 5:00 pm

**"People helping people,  
help themselves"**

## Income Verification Required for Social Security, VA, GA, CS, TANF, UI

Current written benefit verification is mandatory for ALL applicants. Every member within the household who receives Social Security, SSI, VA, General Assistance, Child Support, TANF (Tribal TANF as well), Unemployment **must** provide written verification or award letters declaring monthly benefits for all benefits received within the six months PRIOR to the month of submitting an application.

Submit application in the month of:	You must provide verification of income for all members for these months:
September	March 2019 through August 2019
October	April 2019 through September 2019
November	May 2019 through October 2019
December	June 2019 through November 2019
January	July 2019 through December 2019
February	August 2019 through January 2020
March	September 2019 through February 2020
April	October 2019 through March 2020

