

Step 1 – Community fuel points

CITC has assigned heating cost points to each community in its service area based upon annual fuel cost and climatic conditions in each community. These points are listed in Appendix B.

- 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

THAP 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, THAP will use the factor listed first:

- 1) the factor of 1.4 if the household resides in a mobile home or boat with heated living space of 980 square feet or more;
- 2) the factor of 0.4 if the household resides in a recreational vehicle, 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.
- 8) the factor of 1.0 if the household resides in a two-bedroom, single family, duplex or triplex home, or resides in a mobile home with less than 980 square feet of heating living space, regardless of the number of bedrooms.

If the household resides in a single residence with one or more other households, the household's heating assistance will be reduced according to the household's proportionate share of the home heating expenses.

Step 3 – Household size and income

THAP 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.

THAP 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 C.

- 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 and a half (1.5) 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

THAP 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

THAP will multiply by the FY 2019 benefit rate of \$120 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 THAP for previously awarded heating assistance to which the household was not eligible. The THAP will use this method of recoupment of overpayments only if the household has not responded to the THAP's request for repayment or the household defaults on its repayment agreement.

Step 8 – Subsidized Housing Adjustment

Households residing in any type of subsidized housing who are responsible for paying all or a portion of their heating costs directly to a vendor and who also receive a utility allowance as part of their housing cost calculation shall have their benefit reduced by 50 percent regardless of the amount of the utility allowance for heat.