

1993-94 SESSION  
COMMITTEE HEARING  
RECORDS

Committee Name:

Joint Committee on  
Finance (JC-Fi)

Sample:

Record of Comm. Proceedings ... RCP

- 05hrAC-EdR\_RCP\_pt01a
- 05hrAC-EdR\_RCP\_pt01b
- 05hrAC-EdR\_RCP\_pt02

➤ Appointments ... Appt

➤ \*\*

➤ Clearinghouse Rules ... CRule

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➤ Committee Hearings ... CH

➤ \*\*

➤ Committee Reports ... CR

➤ \*\*

➤ Executive Sessions ... ES

➤ \*\*

➤ Hearing Records ... HR

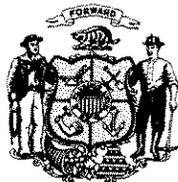
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➤ Miscellaneous ... Misc

➤ 93hrJC-Fi\_Misc\_pt71

➤ Record of Comm. Proceedings ... RCP

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TOMMY G. THOMPSON  
GOVERNOR  
JAMES R. KLAUSER  
SECRETARY

December 11, 1992

The Honorable Gary R. George, Co-Chair  
The Honorable Barbara Linton, Co-Chair  
Members of the Joint Committee on Finance  
113 South, State Capitol  
Madison, Wisconsin 53702

Dear Senator George, Representative Linton, and Members:

In accordance with sec. 16.531(1), Stats., we are submitting a report for the next quarter on the use of the authorities conferred in sections 16.53(10)(a), sec. 20.002(11)(a), Stats., and Subch. III of Chapter 18, Stats., related to cash flow management and the issuance of operating notes.

The cash position projections of the General Fund are \$11.9 million higher than reported to you in the October 22, 1992 report. This is due to higher than expected General Fund receipts.

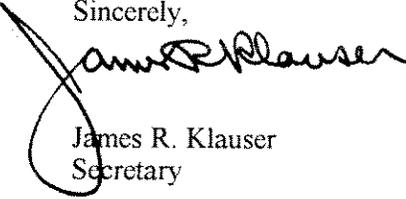
The forecasts below are based on the Budget Adjustment Bill, and the Legislative Fiscal Bureau's January, 1992 revenue estimates. They also include the receipt of \$450 million from the issuance of the 1992 Operating Notes and the impoundment transfers to the trustee.

**General Fund Cash Forecast**  
**January-March, 1993**  
(\$ in millions)

Month	Beginning Balance	Receipts	Disbursements
January	\$321.3	\$1,349.0	\$ 770.5
February	899.8	877.3	973.6
March	803.5	985.1	1,500.5
April	288.1		

During the next fiscal quarter, the General Fund cash balance is projected to remain positive. Therefore, for the General Fund, it will not be necessary to exercise either the authority granted under sec. 20.002(11)(a), Stats., pertaining to the temporary reallocation of certain eligible fund balances or the authority granted under sec. 16.53(10)(a) Stats., pertaining to the delay of payments.

Sincerely,

  
James R. Klauser  
Secretary

Tommy G. Thompson  
Governor  
Gerald Whitburn  
Secretary



Mailing Address  
1 West Wilson Street  
Post Office Box 7850  
Madison, WI 53707-7850  
Telephone (608) 266-9622

## State of Wisconsin Department of Health and Social Services

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December 3, 1992

The Honorable Gary George, Co-Chair  
Joint Committee on Finance  
Room 119 South, State Capitol  
Madison, WI 53702

Dear Senator George:

The purpose of this letter is to inform the Joint Committee on Finance of changes to the Low Income Energy Assistance Program (LIEAP) that have resulted from a reduction of federal funds in FFY 1993.

Section 49.80 (3) (e) of Wisconsin Statutes requires the Department to submit a plan of expenditure under s. 16.54 (2) (b) to the Joint Committee on Finance if the amount of federal funds received in a federal fiscal year for LIEAP total less than 90% of the amount received in the previous federal fiscal year. The Department is also required by s. 49.80 (3) (b) to determine the amount available for heating assistance benefits and determine benefit payments by October 1 of every year.

Federal appropriations were not enacted until after October 1, 1992. As of this date, Wisconsin has still not received written notification of the federal LIEAP award for FFY 1993. The federal Office of Energy Assistance has, however, verbally informed us that Wisconsin will receive \$47,170,863 in FFY 1993. This is a reduction of 10.43% from the FFY 1992 award of \$52,662,000. We have, therefore, submitted the enclosed plan of expenditure for FFY 1993 as required by statute. A copy of the original LIEAP Block Grant plan/application for FFY 1993 is enclosed for your reference.

We have determined the intended heating assistance benefit levels for FFY 1993 required by s. 49.80 (3) (b) based on the availability of \$34.495 million for heating benefit payments per the enclosed plan of expenditure. This amount includes \$31.395 million from the block grant, \$1.9 million from Exxon oil overcharge funds, and \$1.2 million from 1992 unexpended funds. We began taking applications October 1, 1992, as required by law and mailed the first payments for heating assistance benefits on November 6, 1992.

The initial average heating benefit is estimated at \$208. In FFY 1992, the initial average payment was \$245. Benefits are lower than last year because of the reduction in federal funding. The Department also plans to pay a second or supplemental payment during the third quarter of 1993 (July to September). We expect this payment to average \$52. The combined payments

The Honorable Gary George  
Page 2  
December 3, 1992

will result in an expected average payment of \$260 for FFY 1993, as compared to the average combined payment in FFY 1992 of \$300.

This will be the second year the Department has had to provide LIEAP benefits in two payments. The Department must make payments in this manner because a significant portion of the federal funds cannot be drawn from the federal government until the last quarter of the federal fiscal year.

The attached plan describes the allocation of the \$47.171 million in LIEAP funds as well as the additional funds that are used for low-income energy assistance programs administered by the Department of Health and Social Services. Of the \$47.171 million from the LIEAP block grant, \$31.395 million is allocated to heating benefits, \$2.4 million is allocated to energy crisis assistance, \$7.076 million is allocated to weatherization programs in the Department of Administration, \$1.6 million is transferred to the Social Services Block Grant, and \$4.7 million is allocated to low-income energy administration and outreach. Other funds available for low-income energy assistance activities include \$2.4 million in state and federal funding for AFDC energy crisis assistance, \$1.9 million from oil overcharge funds for heating benefits, \$.1 million from oil overcharge funds for program operations, and \$1.2 million from 1992 unexpended funds for heating benefits.

Sincerely,



Gerald Whitburn  
Secretary

Enclosures

**REVISED LIEAP EXPENDITURE PLAN FOR FFY 1993** (Amounts in millions of dollars)

Expenditure Category	Original Plan	Revised Plan	Change
<b>Heating assistance</b>			
LIEAP Block Grant	36.063	31.395	-4.768
Exxon Oil Overcharge Funds	1.900	1.900	0.000
Unexpended 1992 Funds	1.200	1.200	0.000
Subtotal, Heating Benefits	39.163	34.495	-4.768
<b>LIEAP Outreach</b>	0.700	0.700	0.000
<b>Crisis assistance</b>			
LIEAP block grant:	2.400	2.400	0.000
AFDC Emergency Assistance	2.400	2.400	0.000
Subtotal, Emergency Assistance	4.800	4.800	0.000
<b>Weatherization (15%)</b>			
Weatherization Services (DOA)	6.209	5.623	-0.586
WX Administration (DOA)	0.690	0.557 *	-0.133
Emergency Furnaces	1.000	0.896	-0.104
Subtotal, Weatherization	7.899	7.076	-0.823
<b>Block grant transfer to SSBG</b>	1.600	1.600	0.000
<b>State/Local administration</b>			
LIEAP Block Grant:	4.000	4.000 *	0.000
Exxon Oil Overcharge Funds for program operations	0.100	0.100	0.000
Subtotal, Administration	4.100	4.100	0.000
<b>TOTAL</b>	<b>58.262</b>	<b>52.771</b>	<b>-5.591</b>

\* Federal law limits administrative expenditures of federal LIEAP funds to 10% of the federal allocation after deducting block grant transfers, i.e.  $10\% \times (\$47.171 - \$1.600) = \$4.557$ .

FEDERAL APPLICATION

WISCONSIN STATE PLAN  
FOR  
ADMINISTRATION OF THE  
LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

TITLE XXVI BLOCK GRANT  
PUBLIC LAW 97-35, AS AMENDED  
(42 U.S.C. 8621 et. seq.)

FFY 1993

Wisconsin Department of Health and Social Services  
1 West Wilson Street  
P.O. Box 7850  
Madison WI 53707

August 1992

State Identifier Number WI920818-264-N93028XX

Tommy G. Thompson  
Governor  
Gerald Whitburn  
Secretary



Mailing Address:  
1 West Wilson Street  
Post Office Box 7850  
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Telephone (608) 266-3681

State of Wisconsin  
Department of Health and Social Services

August 12, 1992

Ms. Eunice S. Thomas  
Director  
Office of Community Services  
Family Support Administration  
Department of Health and Human Services  
370 L'Enfant Promenade, S. W.  
WASHINGTON DC 20447

Dear Ms. Thomas:

Pursuant to the enclosed letter from Governor Tommy Thompson designating the Wisconsin Department of Health and Social Services as the state administering agency for the purpose of carrying out the policies and programs of the Block Grant, I hereby certify that the State of Wisconsin will assume full responsibility for the implementation of the Low Income Home Energy Assistance Program (LIHEAP) Block Grant for Federal Fiscal Year (FFY) 1993 as of October 1, 1992.

The Secretary of the Department of Health and Social Services has designated the Division of Economic Support as the agency responsible for the FFY 1993 implementation of the program.

Please find enclosed: (1) the appropriate assurances for compliance with the federal law; (2) a description on how Wisconsin will carry out these assurances; and (3) the signed certification regarding lobbying.

All award notices are to go directly to: Secretary; Department of Health and Social Services; P.O. Box 7850; Madison, Wisconsin 53707-7850. Should there be any need for your staff to communicate or to conduct briefings or other meetings, please contact J. Jean Rogers; Administrator, Division of Economic Support; Department of Health and Social Services; P.O. Box 7935; Madison, Wisconsin 53707-7935; (608) 266-1133.

Sincerely,

A handwritten signature in dark ink, appearing to read "Richard W. Lorang".

Richard W. Lorang  
Deputy Secretary

Enclosures



TOMMY G. THOMPSON

Governor  
State of Wisconsin

September 2, 1992

Ms. Eunice S. Thomas, Director  
Office of Community Services  
Family Support Administration  
Department of Health and Human Services  
370 L'Enfant Promenade, S.W.  
Washington, D.C. 20447

Dear Ms. Thomas:

The purpose of this letter is to inform you that I have designated the Department of Health and Social Services as the single state agency to administer for the State of Wisconsin the Low Income Home Energy Assistance Program Block Grant.

I have delegated authority to Gerald Whitburn, Secretary, to sign any documents which are required in the administration of this program. At his direction, Richard W. Lorang, Deputy Secretary, may also sign any documents.

If you have any questions, please call J. Jean Rogers, Administrator of the Division of Economic Support, at 608/266-1133.

Sincerely,

  
TOMMY G. THOMPSON  
Governor

TGT/ja

The State of Wisconsin as the grantee agrees to 2605(b):

- (1) use the funds available under this title for the purposes described in section 2602(a) and in accordance with the requirements of this title, and agrees not to use such funds for any payments other than payments specified in this section;
- (2) make payments under this title only with respect to--
  - (A) households in which 1 or more individuals are receiving--
    - (i) aid to families with dependent children under the State's plan approved under part A of title IV of the Social Security Act (other than such aid in the form of foster care in accordance with section 408 of such Act);
    - (ii) supplemental security income payment 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 poverty level for such State; or
    - (ii) an amount equal to 60 percent of the State median income;except that no household may be excluded from eligibility under this subclause for payments under this title for fiscal year 1986 and thereafter if the household has an income which is less than 110 percent of the poverty level for such State for such fiscal year;
- (3) conduct outreach activities designed to assure that eligible households, especially households with elderly individuals or handicapped individuals, or both, 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 the 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

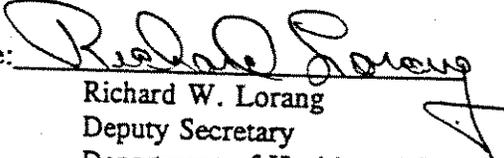
Opportunity Act of 1964 before the date of the enactment of this Act;

- (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 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, 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;
  - (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) assure that any home energy supplier receiving direct payments agrees not to discriminate, either in the cost of the goods supplied or the services provided, against the eligible household on whose behalf payments are made;
- (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 costs;
- (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 at least every two years the State shall prepare an audit of its expenditures of amounts received under this title and amounts transferred to carry out the purposes of this title;
- (11) permit and cooperate with Federal investigations undertaken in accordance with section 2608;
- (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;
- (14) cooperate with the Secretary with respect to data collecting and reporting under section 2610; and
- (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.

Certification to the Assurances - Signature of official designated by the Chief Executive Officer, to certify compliance.

Signature:   
Richard W. Lorang  
Deputy Secretary  
Department of Health and Social Services

Date: 8-13-92

EIN: 396-006-469 A-1

statutory  
references2605(a)  
2605(b)(1)  
(purpose  
of funds)

The grantee will operate the following components under its LIHEA Program:

- heating assistance  
 crisis assistance  
 Emergency crisis for winter heating and Pro-active crisis for year round heating  
 cooling assistance  
 weatherization assistance

The projected dates for accepting applications and closing the programs are as follows:

- heating: October 1, 1992 / May 15, 1993  
 Early applications from targeted household may be accepted prior to October 1, 1992.  
 crisis: October 1, 1992 / September 30, 1993  
 Early applications from targeted household may be accepted prior to October 1, 1992.  
 wx: January 1, 1993 / December 31, 1993

2605(c)(1)  
(C) & (F) The grantee estimates that the amount of available LIHEAP funds will be used as follows:

heating assistance includes outreach of 0.700	\$ 36.763
crisis assistance	\$ 2.400
weatherization includes crisis furnaces of 1.000 and administration of 0.690	\$ 7.899
block grant transfer	\$ 1.600
administrative costs (exclusive of weatherization) increases may be necessary - Wisconsin reserves the right to expend up to the federally allowed limit for administrative costs	\$ 4.000
TOTAL	\$ 52.662

Provisions of this plan are dependent on the State of Wisconsin receiving a federal LIHEAP allocation of \$52.662 million dollars. Any lesser allocation to the state will require modifications to this plan. This plan neither expresses nor implies any intention to carry out

the provisions described herein without the available federal funds to do so.

In addition to the federal LIHEAP funds above, it is estimated that the following funds will be available to assist federally eligible households with heating costs and home weatherization:

Oil Overcharge	
- Heating Assistance	\$ 2.0 million
- Emergency Furnace Replacement	1.1
- Outreach and Crisis	0.1
Utility funds	
- Weatherization	8.8
- Fuel Costs	5.0
Charitable Funds	1.0

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
- cooling assistance
- weatherization assistance
- Other(specify): continue to use for crisis assistance

A portion of crisis assistance funds will be reserved by the State for later distribution to insure adequate crisis assistance throughout the heating season. In FFY 1992, \$0.4 million for crisis assistance was reserved and distributed later. Funds not used for crisis emergencies during the heating season may be used for crisis proactive services during the summer. Funds not expended in FFY 1993 will be allocated for expenditure as heating or weatherization assistance benefits in FFY 1994.

2605(b)(2) The grantee's maximum eligibility limits are: (Please indicate the component to which they apply)

2605(c)(1) (A)

(eligibility)

- 150% of the FFY 1992 OMB poverty guidelines  
(as published by the U.S. Department of Health and Human Services in the Federal Register of February 14, 1992):  
heating  cooling  crisis  wx
- 125% of the FY  OMB poverty guidelines:  
heating  cooling  crisis  wx
- 110% of the FY  OMB poverty guidelines:  
heating  cooling  crisis  wx
- 60% of the State's FY 1992 median income:

heating X cooling    crisis X wx X

Financial eligibility for utility and charitable home heating/weatherization programs included in LIHEAP leveraging activities.

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

Financial eligibility will be determined from gross income in relation to household size for the three calendar months preceding the month in which application is made. Court-ordered support for children may be deducted from gross income prior to determining financial eligibility if paid in the covered three month period.

heating X cooling    crisis X wx X

Financial eligibility for emergency crisis assistance alternatively may be based on one month's income.

heating    cooling    crisis X wx   

Categorical Eligibility - Households which are composed entirely of persons receiving Supplemental Security Income (SSI), Aid to Families with Dependent Children (AFDC) or Food Stamps for the previous three months will be deemed to be income eligible.

heating X cooling    crisis X wx   

Categorical Eligibility - Households will be categorically eligible if one household member received AFDC or SSI for the last 12 consecutive calendar months.

heating    cooling    crisis    wx X

The grantee has set the following additional eligibility requirements for each LIHEAP component (Check yes or no)

(eligibility - heating)

<u>Heating</u>	<u>Yes</u>	<u>No</u>
Assets Test	<u>  </u>	<u>X</u>
Subsidized housing tenants eligible:		
If heat is included in rent	<u>  </u>	<u>X</u>
If heat is paid directly	<u>X</u>	<u>  </u>
Restricted eligibility for group living arrangements	<u>X</u>	<u>  </u>
Restricted eligibility for non-subsidized renters	<u>  </u>	<u>X</u>
Other: (specify)	<u>X</u>	<u>  </u>

Nonfinancial eligibility for heating assistance will depend on the existence of an energy burden, *i.e.* responsibility for the cost of home energy. Applicants not eligible because they do not have an energy burden will include residents of subsidized housing with heat included in rent, residents of medical or correctional institutions and some post-secondary school students.

No household will be eligible for payment in the heating assistance program until the Social Security number or proof that a number has been applied for is provided for each household member.

Only one person in an eligible household may receive a benefit for heating assistance.

Only one heating assistance benefit may be received by a household for each heating season. If projected circumstances change (for example, significant increase in the cost of home heating fuel or additional federal funds become available), supplemental heating assistance benefits may be paid to eligible households statewide. If a portion of federal funding is delayed, each heating assistance benefit may be paid in two parts.

**Crisis (additional eligibility requirements - continued) and criteria for designating an emergency**

(eligibility  
- crisis)

	<u>Yes</u>	<u>No</u>
Assets Test	___	<u>X</u>
<b>Subsidized housing tenants eligible:</b>		
If heat/cooling is in rent	___	<u>X</u>
If heat/cooling is paid directly	<u>X</u>	___
Household must have received a shut-off notice or have an empty tank	___	<u>X</u>
Household must have exhausted regular benefit	___	<u>X</u>
Household must have received a rent eviction notice	___	<u>X</u>
Heating/cooling must be medically necessary	___	<u>X</u>
Other: (specify)	<u>X</u>	___

Crisis assistance applicants must complete an application for heating assistance.

Existing/imminent lack of adequate heat in dwelling (emergency) or a risk of a heating emergency (proactive).

More than one crisis assistance payment may be received by a household.

**Weatherization:** (additional eligibility requirements - continued)

(eligibility -- weatherization)	<u>Yes</u>	<u>No</u>
Assets Test	___	<u>X</u>
Subsidized housing tenants eligible:		
If heat is included in rent	___	<u>X</u>
If heat is paid directly	<u>X</u>	___
Restricted eligibility for group living arrangements	<u>X</u>	___
Restricted eligibility for non-subsidized renters	___	<u>X</u>
Household must have received LIHEAP benefits	___	<u>X</u>
Household must fail infiltration standards	___	<u>X</u>
DOE Rules	___	<u>X</u>
Other: (specify)	<u>X</u>	___

Households receiving high LIHEAP heating assistance benefits with priority to households including elderly, young children or handicapped persons are referred for weatherization.

Nonfinancial eligibility for weatherization will be the same as for heating assistance. However, there will also be an evaluation of dwelling unit eligibility.

DOE guidelines will be used for weatherization and HUD HOME Program guidelines for home repair related to energy conservation. LIHEAP funds will allow the services of these programs to be provided to additional LIHEAP eligible households and to be more comprehensive in the scope of work performed.

LIHEAP crisis assistance eligible households may receive furnace repair/replacement to alleviate a crisis situation.

2605(b)(3)

(outreach)

The grantee conducts the following outreach activities 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 handicapped)** and provide energy information through site visits, group meetings, etc. for targeted households;

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

X publish articles in local newspapers or air media announcements.

X include inserts in energy vendor billings to inform individuals of the availability of all types of LIHEAP assistance. Wisconsin has brochures printed in a special size for use as a mailing insert in energy vendor bills, employment wage checks and categorical assistance checks. In addition, many regulated utilities include information about LIHEAP as part of their regular customer education program.

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. Includes coordinating with other local program offices which serve targeted persons (providing information on eligibility criteria and application requirements to organizations/programs serving targeted groups, speaking before groups of targeted persons or their friends/neighbors, attending activities of other programs, providing written information on benefits and eligibility to be distributed to clients of other organizations/programs.)

X utilize early application period at the beginning of the program for the elderly and handicapped. Includes accepting applications from targeted households in September for the following FFY.

X accept applications for energy crisis at site that are geographically accessible to all households in the area to be served. Includes setting up LIHEAP application sites for targeted households (contacting targeted persons or their representatives to ascertain convenient times and places, contacting community leaders to locate and reserve application sites, providing information on alternate sites to organizations/programs likely to reach targeted persons, contacting targeted persons to arrange application appointments, transportation, etc.)

x provide information directly to targeted applicants, i.e. assistance to understand the application form, translation of material, interpretation services for deaf, reading for blind, etc.;

x assist targeted applicants to gather needed documentation i.e. sorting documents, explaining what is needed etc.

x facilitate access to state or utility-financed weatherization programs targeted to LIHEAP eligible households and other energy-related services e.g. early identification and emergency intervention.

Counties and tribal agencies will be required to provide outreach services to maximize participation of eligible persons in the Low Income Energy Assistance Program. It will be the county's responsibility to provide application sites which are accessible to the eligible

population in the county, with particular attention to overcoming barriers for targeted households. Outreach services will be targeted to potentially eligible households as follows:

1. Households with incomes which do not exceed 150% of the poverty level e.g. low or minimum wage jobs or social security benefits.
2. Households including persons receiving:
  - a. Supplemental Security Income (SSI),
  - b. Aid to Families with Dependent Children (AFDC) and/or
  - c. Food Stamps.
3. Within the above groupings:
  - a. Elderly persons
  - b. Disabled/handicapped persons
  - c. Households with children under age six
  - d. Households eligible for crisis assistance.

Outreach will not include: verifying application information or processing applications (including entering data into the energy system).

2605(b)(4)

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

(coordi-  
nation)

Wisconsin coordinates LIHEAP, DOE and HUD programs by utilizing a computerized priority referral listing of heating and crisis assistance clients for targeting home energy conservation and weatherization services.

LIHEAP is coordinated with Aid to Families with Dependent Children (AFDC) and Food Stamp Programs because responsibility for all three programs rests with the same state and local agencies.

LIHEAP outreach target groups includes individuals recently found eligible for Supplemental Security Income (SSI). In addition, LIHEAP application forms include an item for heating assistance clients to request referral to SSI.

Coordination at the state level also is achieved by including representation from a variety of private and government agencies interested in energy services and/or services for low income persons on the Low Income Energy Advisory Committee (LIEAC). The LIEAC is a joint committee of the Wisconsin Department of Health and Social Services (administers LIHEAP, Social Services, Community Services and Health Block Grants) and Department of Administration (administers energy and housing programs including DOE EXXON/oil overcharge and weatherization programs and HUD HOME Programs).

Local service providers will be encouraged to coordinate their programs with each other, with utility-operated programs and with other government and nonprofit programs operated within their local area.

2602(b)&(d)  
2607A  
(leveraging)

### Leveraged Services

The State of Wisconsin, per Wis. Stat. 196.373, requires Class A gas and electric utilities to spend at least 0.5% of their total annual operating revenues on programs designed to promote and accomplish energy conservation. The statute authorizes the Public Service Commission to prescribe the programs to be funded and which groups of consumers are to be targeted and specifies that low-income utility consumers must be included. On request, the Department assists these utility programs in service development, monitoring and evaluation by providing LIHEAP data on the number and location of potentially eligible households.

The LIHEAP application includes a client release of information to utility weatherization programs. These utility weatherization programs are provided with computerized priority referral listings of LIHEAP heating and crisis assistance clients likely to be eligible for targeting purposes.

Local LIHEAP agencies are required to have agreements with local fuel suppliers covering emergency fuel deliveries, co-payment plans, after hours response, exchange of heating cost information etc.

### Weatherization efforts

Pursuant to Wis. Stat. 196.373 the Public Service Commission the State of Wisconsin augments and coordinates low-income energy assistance resources by mandating weatherization programs for low-income households financed through utility rates and administered by the State's Class A utilities under Public Service Commission order in Docket 05-UI-12 and hereby sanctioned under this plan. Energy conservation services under the programs are provided to households that meet the federal income guidelines for LIHEAP. These benefits are further targeted to those households with the least ability to pay and the highest energy burdens, as is LIHEAP. The programs covered include but are not limited to the following:

- Antigo City Gas
- Madison Gas & Electric
- Northern States Power
- Superior Water, Light & Power
- Wisconsin Electric
- Wisconsin Fuel & Light
- Wisconsin Gas
- Wisconsin Natural Gas
- Wisconsin Power and Light
- Wisconsin Public Service
- Wisconsin Southern Gas

### Utility financed fuel payments

Individual Class A utilities may further augment available low-income energy assistance resources through individual programs to supplement LIHEAP that are authorized by the Public Service Commission and hereby sanctioned under this plan. These sanctioned programs include but are not limited to those which provide arrearage forgiveness for unpaid utility bills to federally qualified households or provide additional forgiveness for unpaid current balances to such households as part of agreed budget-billing or partial-payment plans. These programs, financed by the ratepayers and/or utility stockholders, provide qualified households with benefits in addition to those provided by LIHEAP and are

intended to further improve the affordability of basic energy services for low-income consumers. The programs covered by the above include but are not limited to the following:

- Madison Gas & Electric
- Wisconsin Electric Power
- Wisconsin Natural Gas
- Wisconsin Gas
- Wisconsin Power & Light
- Wisconsin Public Service
- Wisconsin Southern Gas

#### Voluntary charitable programs

This plan hereby sanctions certain voluntary charitable programs such as Fuel Funds, whose specific purpose it is to assist low-income people to make household energy more affordable and which are not mandated per se by the Public Service Commission or state law. These programs are sanctioned when they provide their benefits to federally eligible households and enhance LIHEAP resources by providing benefits to households that may not qualify under the state's eligibility criteria or to households which have exhausted available LIHEAP benefits. Revenues for sanctioned programs are derived from charitable contributions of private citizens, fuel supplier customers or fuel supplier stockholders. The programs covered by the above include but are not limited to the following:

- Energy Services, Inc.
- Wisconsin Electric Power, Good Neighbor Program
- Wisconsin Natural Gas, Good Neighbor Program
- Wisconsin Power and Light, Hometown Program
- Wisconsin Public Service, Fresh Start Program
- Wisconsin Southern Gas, Customer Assistance Program

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

(benefit  
determination  
and levels)

Describe how the grantee will assure that non-categorically eligible households will not be treated differently than categorically eligible households when determining benefit amounts. This applies to all components unless specifically noted below.

All households at or below 150% of poverty will receive benefits calculated in the same manner, regardless of whether there is a household member who receives categorical assistance or not. Households entirely composed of persons receiving Supplemental Security Income (SSI), AFDC or Food Stamps will be deemed to be income eligible *i.e.* the benefit for a categorically eligible household will be calculated using 150% when household's poverty level is greater than 150%.

This is not an ongoing entitlement program; payments are made subject to the availability of federal funds. Payments may be suspended, reduced or terminated if federal funds are insufficient to maintain payments through the scheduled termination date of the program.

#### Heating Component

Please describe how the grantee will assure that the highest benefits go to households

with the lowest incomes and the highest energy cost in relation to income, taking into account family size.

(benefits  
- heating)

Heating Assistance benefits will be paid based on a sliding scale benefit structure. The highest amount of assistance will be provided to those households with the highest annual home heating costs and the lowest incomes. Heating assistance benefits will be calculated from a formula and will depend on the household's poverty level (income and household size) and past home heating costs such that:

- A household at 150% poverty will receive a lower benefit than a household at 100% poverty when both have the same home heating costs and
- A household with low home heating costs will receive a lower benefit than a household with high heating costs when both are at the same poverty level.

Heating costs for residents of subsidized housing who directly pay a fuel dealer will be home heating expenses minus heating allowance.

One heating assistance benefit, at the rate which is appropriate at the date of application, will be determined for an entire heating season. However, the benefit may be received in two or more payments if circumstances considered in determining the benefit payment formula change, additional federal funds are received or federal funding is delayed.

**The grantee benefit amounts for heating are as follows:**

**\$\_0\_minimum** If heating benefit calculation results in an amount under \$10, no benefit check is issued.

**\$\_300\_average** This is an estimate. The average may vary if federal funding, heating costs or household income is different than current projections.

**\$\_750\_maximum**

**The grantee provides in-kind (e.g. blankets, space heaters, fans) and/or other forms of benefits as follows:**

No in-kind benefits are provided as heating assistance benefits.

### Crisis Component

(benefits  
- crisis)

Please describe how the grantee will assure that the highest benefits go to households with the lowest incomes and the highest energy cost in relation to income, taking into account family size.

Crisis emergency benefits will be determined based on the minimum required to meet the immediate threat to health and safety. Other resources available to the household may be considered in determining benefit level. Crisis emergency services may include emergency fuel delivery, furnace repair/replacement, education on energy conservation measures and

budget counseling.

Heating assistance households with high heating costs compared to income are automatically "flagged" by the LIHEAP computer system for local agencies as households potentially in need of crisis assistance.

Determination of a threat to health or safety of an eligible household is based on four factors: expected low temperature, condition of the dwelling unit (habitable, operable furnace etc.), presence of vulnerable persons (persons with medical need for heat – elderly, handicapped, children under six etc.) and alternatives available to the household (place for temporary relocation etc.) Benefit levels are not higher for handicapped and/or elderly persons; however, medical need for heat may be considered in determining the presence of an emergency for vulnerable persons including handicapped and/or elderly persons.

Counties and tribes and their subcontractors will be required to provide some form of assistance to resolve home heating energy emergency situations within 48 hours of application and within 18 hours in a life-threatening situation. This is not to be construed as requiring the issuance of a benefit payment within the above specified time period.

Proactive services and payments will be provided to prevent the occurrence of emergencies. Examples of proactive crisis assistance services provided to clients are budget counseling, co-payment plans and energy conservation counseling.

**The grantee's benefit amounts are as follows:**

**Heating**

**\$ 0 minimum**

**\$ 400 average**

This is an estimate based on FFY 1991.

**\$      maximum**

There is no statewide maximum. The household maximum is annual heating cost minus heating assistance benefit received.

**The grantee provides in-kind (e.g. blankets, space heaters, fans) and/or other forms of benefits as follows:**

In-kind benefits are allowed as crisis assistance; however, they usually provide only a temporary/interim method of meeting an emergency crisis.

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

**Weatherization**

**The State uses DOE guidelines in determining the benefit levels and types of weatherization activities.**

(benefit  
& activities  
weatherization)  yes (exceptions, please note below).  
 no

If no, describe the factors used to determine the benefit levels or priorities used by the

**State and the kinds of weatherization activities and other energy-related home repairs the State will provide to an eligible household.**

Wisconsin will use LIHEAP funds to:

- Expand services funded by DOE weatherization, EXXON low income weatherization, oil overcharge furnace replacement and the HUD HOME Program. LIHEAP funds will allow the services of these programs to be provided to additional LIHEAP eligible households and to be more comprehensive in the scope of work performed.

Through the combination of these funding sources, all major components of the dwelling will be inspected. Improvements will be made to increase efficiency of energy-using equipment, to prevent energy loss and to protect the conservation investment. Improvements may include: furnace repair or replacement, water heater replacement, air infiltration reduction, attic and sidewall insulation, roof or wall repair and electrical upgrade.

- Provide furnace repair/replacement to LIHEAP crisis eligible households.

2605(b)(6)

**Please describe how the grantee will assure special consideration is given to certain entities in designating local administrating agencies. This applies to all components unless specifically noted below.**

(agency  
designation)

The delivery of heating and crisis assistance (including emergency furnace repair/replacement) services is the responsibility of the county departments of social services and tribal agencies, pursuant to Sections 46.215 and 46.22 of Wisconsin Statutes. Counties and tribal agencies may subcontract with outside agencies to perform all or part of their energy assistance responsibilities. When a county/tribe subcontracts, special consideration shall be given to any local public or private nonprofit agency which in the past has received federal funds under any Low Income Energy Assistance Program or Weatherization Program under the Economic Opportunity Act of 1964. Any successor to these agencies shall also receive special consideration in subcontracting.

Energy related home repair and weatherization assistance will be provided by local governmental or nonprofit agencies of which approximately half are Community Action Agencies. The state contracts with these agencies to provide weatherization services throughout the state, including Indian reservations.

2605(b)(7)

**Will the grantee pay home energy suppliers directly? (Please describe for each component of the grantee's LIHEAP.)**

(energy  
suppliers)

yes  
 no  
 other (specify)

Heating and crisis assistance benefit payments may be made to the household and/or to the

energy supplier. Weatherization pays suppliers directly for materials and services purchased.

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

**If vendor payments are used, describe how the grantee will assure that the 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.**

The Department of Health and Social Services will require vendors to register for participation in the heating assistance program. To register, fuel suppliers will agree that clients will not be adversely affected e.g. the eligible household will be charged in the suppliers's normal billing process, the price charged will be the price normally charged non-eligible households, invoices will clearly indicate the amount and cost of home energy provided and no discrimination will occur against eligible households with respect to terms, deferred payment plans, credit, conditions of sales or discounts offered other home energy customers. The Department can terminate the registration of any vendor found not in compliance with the agreement.

Crisis assistance fuel payments are made primarily to vendors registered for heating assistance. In addition to signing assurances guaranteeing that LIHEAP clients will not be adversely affected, registered vendors are required to provide information on costs and procedures for emergency fuel delivery. Non-registered vendors including furnace repair/replacement suppliers will be required to sign an equal-treatment assurance prior to reimbursement.

All energy related home repair and weatherization purchases made by LIHEAP weatherization providers will follow appropriate state or federal procurement guidelines and applicable material standards.

2605(b)(7)(A) **If the grantee makes payments directly to home energy suppliers, how does the grantee notify the client of the amount of assistance paid? (Please describe for each component of LIHEAP.)**

If heating assistance payments are made to a fuel dealer on behalf of an eligible household, the household will be notified of the amount and payee of each payment made on its behalf.

Crisis assistance payments may be made directly to the appropriate provider by local administrating agencies. If a crisis assistance payment is made directly to a fuel supplier, the local administrating agency will be required to notify the household of the amount of assistance paid on behalf of the household. Owner sign-offs are required from households receiving crisis furnace repair/replacement.

Households receiving weatherization and/or energy-related repairs receive a written statement of work to be performed and later verify that all work identified in the contract has been completed.

2605(c)

**Will the grantee make cash payments directly to eligible households**

(1)(F) for heating, cooling, crisis, and weatherization?

yes  
 no

If yes, under what circumstances are cash payments made? If the grantee generally does not make cash payments directly to the eligible households for the above components, specify the exceptions below:

A single-party heating assistance check will be issued to renters whose heat is included in their rent and to households whose primary heating type is wood from nonregistered fuel suppliers. Usually, heating assistance payments will be in the form of two-party checks to clients and their fuel dealers. In limited instances, a county or tribe may have a two-party check made to the client and the county or tribe to assure payment by the client or to provide payment when the client's vendor has not entered into a vendor agreement with the Department of Health and Social Services. The client must agree to the disposition of this check by endorsing it.

2605(b)(8)  
 2505(c)(1)(A) Please describe for each form of assistance how the grantee will assure access to the program for persons eligible on the basis of income.

(access to  
 program)

Except under unusual circumstances, eg mail-in application for some homebound persons, applicants of energy assistance will have a face-to-face application interview. The same form is completed by all heating, crisis and weatherization applicants. And, except for certain targeted outreach sites (senior nutrition centers for elderly, employment sites for low-wage earners, WIC clinics for families with young children etc.), application sites are available to all members of the community.

No household with an energy burden will be excluded from eligibility if the household has an income which is less than 110% of the poverty level.

2605  
 (b)(8)(B)  
 &(c)(1)(A) Describe how owners and renters are treated equitably under each of the State's LIHEAP components.

(owners &  
 renters)

Heating:

Heating assistance will be supplied to both renters and homeowners. Whether a household is renting or buying their dwelling will not be a basis for determining eligibility nor will it be a basis for denying benefits.

If eligible households are unable to document actual heating costs, e.g. when heat is included in rent, their heating assistance benefit will be calculated using an estimate for heating costs. The estimate is based on actual fuel costs in Wisconsin for the fuel type and dwelling type and size.

Crisis:

Crisis assistance will be supplied to both renters and homeowners. Whether a household is

renting or buying their dwelling will not be a basis for determining eligibility. Renters will not be eligible for emergency furnace repair/replacement. The provision and repair of heating equipment is the responsibility of the landlord. However, crisis assistance may include advocacy with the landlord on behalf of the client or assistance to relocate.

**Weatherization:**

Weatherization assistance will be supplied to both renters and homeowners. Whether a household is renting or buying their dwelling will not be a basis for determining eligibility. Rental status and landlord responsibility and cooperation may affect the kind or level of benefits provided.

2605(b)(9)

2605(c)(1)

(A)

(adminis-  
trative  
costs)

Please describe how the grantee will assure that limits on the use of funds for planning and administering LIHEAP are not exceeded.

The state will not use, for purposes of administration, funds under this title that exceed ten percent of the funds payable for a fiscal year, after excluding funds transferred to another block grant.

Administrative costs for purposes of this program are defined as follows: the general costs associated with administering the LIHEAP Block Grant funds including both direct and indirect costs, the costs for planning, the costs for verifying application information and the costs for determining eligibility and issuing benefits. Outreach services are included in client benefit costs.

2605(b)(10)

2605(c)(1)

(A)

(program,  
fiscal  
monitoring,  
and audit)

Please describe for each form of assistance how the grantee will assure that necessary fiscal control and fund accounting procedures including monitoring of program activities are in place.

Reports of payment records and other data from county and tribal agencies will be reviewed by the Division of Economic Support on an ongoing basis. Payment of allocations to local programs will be based on receipt of properly completed reports by the Division of Economic Support. In addition, Wisconsin will monitor local program compliance on site (county/tribe) at least once every three years.

The Low Income Energy Assistance Program is included in Wisconsin's single state audit performed annually by the Wisconsin Legislative Audit Bureau. Local programs are required under the single state audit to provide fiscal audits at least biennially. There is a formal audit resolution process and the state follows through with resolution on any questioned or disallowed costs and program compliance deficiencies noted in the audit.

2605(b)(12)

(public  
partici-  
pation)

Please describe how the grantee will assure opportunity for timely and meaningful public participation in the development of the plan.

Suggestions for LIHEAP policy and program changes were solicited from persons attending Wisconsin's annual Energy Services Conference. The Conference is

jointly sponsored by the Department of Health and Social Services, the Public Service Commission and Wisconsin Class A Utilities: attendees include local LIHEAP and weatherization staff, utility weatherization and customer service staff, advocates for low-income and elderly persons and heating assistance recipients.

A citizens' advisory committee, the Low Income Energy Advisory Committee (LIEAC), was appointed to make recommendations on the policies and programs for the Federal Fiscal Year 1993 Block Grant. The committee consists of sixteen citizens representing various interests and various areas of the state.

2605(a)(2) The grantee held public hearings for the proposed use and distribution of LIHEAP on the following dates and locations:

(public  
hearings)

A public hearing on the FFY 1993 plan will be held June 24, 1992, before appropriate committees of the Legislature.

2605(b)(13) Please describe for each form of assistance how the grantee will assure an opportunity for a fair administrative hearing for individuals whose claims are denied or not acted upon in a timely manner.

(fair  
hearings)

Households which are denied heating assistance, crisis assistance or weatherization assistance or which have not received response to an application within a reasonable time will have the opportunity for an appeal. All applicants will be notified of their right to appeal. The state or local operating agency will provide a fair hearing within 60 days of receiving a request. Hearings will be at a time and place convenient to the appellant.

Reasonable time from completed application to response (assistance, notification or eligibility or notification of denial) will be 45 days for heating assistance, 30 days for crisis assistance and 45 days for weatherization assistance. Exceptions to these time periods may result when there are delays in funding availability due to lack of congressional appropriations, when applications are taken during early start-up etc.

2605(b)(15) Does the State agency that administers the following LIHEAP component also administer the State's welfare program?

(alternate  
outreach  
& intake)

Heating

Yes

No

If yes, describe alternate process for outreach and intake:

Of the 72 counties administering heating and crisis assistance at the local level in Wisconsin, forty-five subcontracted all or part of their outreach and intake activities to other local organizations for calendar year 1992. In the remaining counties, the Department offered to contract directly with other local organizations e.g. weatherization agencies, community action agencies, housing authorities, agencies for the aging and utility early identification

programs.

Date this process was/will be implemented on a statewide basis:

In calendar year 1993, all county agencies will be required to subcontract all or part of their outreach and intake activities to other local agencies.

If the above date is on or after September 30, 1991, describe how preference in awarding grants or contracts for intake services was/ will be provided to agencies that administer the low-income weatherization or energy crisis intervention programs:

Evaluation of proposals received will include points for previous experience administering local low-income programs with emphasis on energy and/or weatherization.

Crisis

Yes  
 No

If yes, describe alternate process for outreach and intake:

The same procedure will be used for both heating and crisis assistance.

2605(b)(7)  
2605(c)(1)  
(F)

What are the grantee's payment methods?  
(Specify for each program component.)

(payment methods)

Heating: (If payment methods vary by fuel source, please describe.)

vouchers/coupons

two-party checks

vendor payment

Wisconsin does not currently use vendor payments, but reserves the right to do so should this become advantageous to eligible households.

check payable to the eligible household

check payable to landlord

other (specify) \_\_\_\_\_

Crisis: (If payment methods vary by fuel source, please describe.)

vouchers/coupons

two-party checks

vendor payments

checks payable to the eligible landlord

check to landlord

other (specify)

Other suppliers e.g. for overnight hotel accommodations if home is judged unsafe due to broken furnace or non-delivery of fuel.

**Weatherization:** Describe the payment method(s) used for weatherization:

- DOE rules  
 vouchers/coupons  
 vendor agreements  
 checks payable to the eligible household  
 check to landlord  
 other (specify)

Home weatherization and energy related repairs will be in accordance with LIEAP, DOE and HUD rules and regulations.

Crisis furnace repair/replacement vendors payments.

2605(c)(1)  
 (F)  
 (maximum  
 number of  
 payments)

Under the grantee's plan, a single eligible household may receive:  
 (Please check all that apply.)

- one payment for the program year for heating and cooling  
 a heating payment  
 a cooling payment  
 a heating crisis payment \*  
 a cooling crisis payment  
 a weatherization payment \*  
 other (specify below)

Additional heating crisis payments and/or crisis furnace repair/replacement

\* As used above payment includes goods/services.



# CERTIFICATION REGARDING LOBBYING

DEPARTMENT OF HEALTH AND HUMAN SERVICES

FAMILY SUPPORT ADMINISTRATION

Low Income Home Energy

PROGRAM: Assistance Program

PERIOD: October 1, 1992 - September 30, 1993

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3) The undersigned shall require that the language of this certification be included in the award document for subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

  
Signature  
Wisconsin Department of Health  
and Social Services  
Agency / Organization

Deputy Secretary  
Title  
8-13-92  
Date