

Program: HEAP Fuel Assistance	MHPN # 2023-HEAP-006
Action: Program Guidance Clarification	Effective Date: 07/28/2023
Issued by: MaineHousing, Energy and Housing Services	Expired Date:

This MaineHousing Notice is being issued to provide clarification regarding the use of Medical Deductions on a HEAP Application.

1. Medical Deduction Clarification

If an Applicant is over income and needs to use medical deductions to reduce the Household income in order to be HEAP eligible, they must be provided with two options for the amount of medical deductions required and the time frame in which the medical expenses were paid.

The two options that an Applicant must be provided with are the amount they are over income Annually and the amount they are over income Monthly. An applicant must submit medical deductions totaling \$1.00 more than the amount they are over income annually **OR** \$1.00 more than the amount they are over income monthly.

If an Applicant chooses to submit medical deductions totaling \$1.00 more than the amount the Household is over income annually, the medical expenses must have been **paid during the 12 months prior** to the Date of Application. The CAA will enter the medical deductions in the HEAP system of record using the Income Frequency of annually in the amount that is \$1.00 more than the amount the household is over income annually.

If an Applicant chooses to submit medical deductions totaling \$1.00 more than the amount the Household is over income monthly, the medical expenses must have been **paid during the income verification period**. The CAA will enter the medical deductions in the HEAP system of record using the Income Frequency of monthly in the amount that is \$1.00 more than the amount the household is over income monthly.

Example for a Household of 3:

Household's Gross Income-Monthly :	\$4,731.50
Household's Gross Income-Annually :	\$56,778.00
FPL Income limit for HH of 3 in HEAP Cloud:	\$52,778.00 Annually
Over Income By:	\$4,000.00 Annually OR \$333.33 Monthly

Household must provide either:

- \$4,001.00 in paid medical expenses for the 12-month period prior to the Date of Application; **OR**
- \$334.33 in paid medical expenses for the income verification period (one month or 30-days).

2. Notice Contact

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*Lauren Bustard, Maine State Housing Authority, 26 Edison Drive, Augusta, Maine 04330,
Telephone Number 1-800-452-4668 (voice in state only), (207) 626-4600 (voice) or Maine Relay 711.*

