

Procedure Section: P2904, Ineligible Households (Seasonal Fuel Assistance Rule 2904)

Subsection: N/A

Procedure: P2904

Effective Date: 7/1/25

Bulletin: 25-16

Supersedes: New

Included Programs

Seasonal Fuel Assistance

The following households are ineligible for fuel assistance:

1. Residents and operators of institutional homes and centers where the living space is heated by the institution.
2. Residents and operators of other congregate living arrangements, regardless of who is responsible for heating the living space, including but not restricted to:
 - Residents of college dormitories or other housing units provided by the college
 - Transitional Living Centers/Units
 - Hospitals
 - Retirement Homes
 - Rest Homes
 - Boarding Houses or Commercial Rooming Houses
 - Homeless Shelters
 - Communes
 - Jails and Correctional Facilities
 - Halfway Homes
 - Fraternity or Sorority Houses

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Department for Children and Families
Economic Services Division**

- Community Care Homes
 - Drug, Alcohol and Rehab Centers
 - Maternity Homes
3. People living in Long-Term Care Facilities, including:
- Assisted Living Residences
 - Hospice Care Homes
 - Nursing Homes
 - Therapeutic Treatment Centers
 - Residential Care Homes
4. People living in hotels, motels, and short-term rentals, including:
- An Airbnb or Vrbo
 - An Inn
 - A Bed and Breakfast
5. People living in temporary living quarters or movable structures, including:
- travel trailers
 - semitrailers
 - truck campers
 - motor homes
 - boats
 - campers
 - recreational vehicles (RV)
 - railroad cars
 - vans, cars, or buses
 - tents
 - sheds
 - garages/shops, and
 - fishing shacks

If a household lives in a movable structure that has been modified to be a permanent

living unit, such as a camper attached to a foundation on the ground, contact the Fuel and Utility Programs Team at ahs.dcfesdfuelmgmt@vermont.gov.

See Seasonal Fuel Assistance Rule 2904 for a full list of excluded living arrangements that are ineligible for fuel assistance.

Revision History for P2904

7/1/2025

The new seasonal fuel procedures manual completely replaces the outdated procedures previously posted online, some of which were over 20 years old. The new manual not only updates old procedures but brings together various training materials, desk aids, and SOPs (standard operating procedures) into one organized and easy-to-read document that cross-references the new program rules adopted last year.

Among other things, the new manual provides detailed procedures for requesting verifications, performing manual benefit calculations, issuing benefits, and entering information into the ACCESS system. Income thresholds, federal poverty levels, and heating cost tables have also been updated for the 2025-26 heating season.