

P-2908 REQUESTS FOR ADDITIONAL INFORMATION OR VERIFICATION (continued)

P-2908C Eligibility Determinations After Verification is Requested (7/1/25, 25-16)

When Verification is Provided

When the applicant provides timely information as requested, the BPS will update the appropriate STAT panels in ACCESS, process fuel eligibility, and write CATN. Notice is automatically generated to the applicant by ACCESS.

When Verification is Not Provided

If the applicant does not provide the information within the specified time frame, the BPS will deny the case by entering N in the non-coop field or SF on the STAT panel. The application for fuel assistance will be denied, and a notice will be generated the following morning. The BPS should also CATN. (Seasonal Fuel Assistance Rule 2908(a)(3))

For new applicants, if ESD receives a late verification, after the application is denied, but within 30 days of the date ESD received the application, then ESD must reprocess the application using the date the application was initially received. (Seasonal Fuel Assistance Rule 2908(a)(4))

If a case is closed and the requested verification is received more than 30 days after the date the application is received, then the household must reapply for fuel benefits. (Seasonal Fuel Assistance Rule 2908(a)(5)) Send a 201SF Fuel application form to the client.

For an existing household reapplying for fuel benefits, ESD must accept late verifications that are received before the actual closure date, i.e., the last day of the month. However, the application should be entered for the first day of the month after the month of closure.