

P-3102 ELIGIBILITY (continued)

P-3102B Household Composition (7/1/25, 25-14)

Fuel Household

One or more persons residing in the same living unit as a single economic unit who, in common, purchase energy for home heating fuel, or who in common, make payments for energy for home heating fuel in the form of rent. Everyone who shares a heat source must be included in the fuel household, and their income must be counted.

Head of Household

This is a person, either individually or with other household member(s), who is financially responsible for the cost of occupying the living unit or separate living quarters. Others who claim financial responsibility become mandatory members.

Living Unit

A living unit is a structure that meets all the following criteria:

- Is occupied by one or more members of the household;
- Is used as the household's primary domicile (i.e., main place of residence);
- Is one or more of the following:
 - Affixed to the ground on a permanent foundation;
 - A manufactured home (not a camper, RV, or motor home); or
 - Permanently immobile and not accessing water or electricity from another living unit or building;
- Contains one or more rooms;
- Contains bathroom *and* kitchen facilities specific to that unit;
- and has either:
 - A private entrance from the outside; or
 - A private entrance from an enclosed hallway leading from the outside that does not pass through or offer open access to any other living unit within the structure.

Who is a member of the Fuel Household?

All persons are included in the fuel household based on the presumption they are members of the same economic unit. To rebut the presumption, the head of household must provide reasonable evidence that the person or persons qualifies to be excluded.*

In-Household Member	Mandatory Member	Excludable *
Roomer	NO	YES
Caretaker/Companion	NO	YES
Medically Necessary Caregiver	NO	YES
DCF/Foster Care or DAIL Placement	NO	YES
Head of Household	YES	NO
Spouse or Civil Union Partner	YES	NO
Minor Children of Head of Household	YES	NO
Any minor daughter or son of any minor included in the Fuel household	YES	NO

***Excludable**

The head of household may **choose** to exclude a non-mandatory person from the Fuel Household by indicating the relationship as medically necessary/personal care attendant, caretaker/companion, roomer, or person(s) in the custody of and placed in the home by DCF/FSD or DAIL (including people with disabilities in a shared living placement). The policy definition must be met to allow the head of household to exclude the person(s) from the fuel household.

Medically Necessary Caregiver

A medically necessary caregiver is a person who is not a mandatory household member and provides medically necessary services to any elderly or disabled head of household (or spouse). (See Seasonal Fuel Assistance Rule 2901(a)(7) for the definition of head of household.) A household may, but does not need to, exclude a medically necessary caregiver from the household. A medically necessary caregiver is different from a caretaker who only provides homemaker services.

Only the elderly or disabled head of household can request to have a medically necessary caregiver excluded from the household. If an elderly or disabled applicant has a live-in caregiver who provides medically necessary services for the applicant, do not count the caregiver as a household member and do not count the caregiver's income. If a medically necessary caregiver pays room and board to the head of household, that payment is counted as self-employment income of the household. (Seasonal Fuel Assistance Rule 2911.3(a)(2))

Only the head A household can only have one medically necessary caregiver, and a household cannot have a medically necessary caregiver AND a companion.

Caretaker or Companion

A caretaker (or companion) is a person who is not a mandatory household member and who provides homemaker or personal care services to the *elderly or disabled head of household or their elderly or disabled spouse/civil union partner* in exchange for the caretaker's separate living quarters. This exchange of services for living quarters is considered reasonable compensation under the rule. A household may, but does not need to, exclude a caretaker or a companion from the household. A caretaker is different from a medically necessary caregiver.

Only the elderly or disabled head of household can request to have a caretaker or companion excluded from the household. (See Seasonal Fuel Assistance Rule 2901(a)(7) for the definition of head of household.) If an elderly or disabled applicant has a live-in caretaker who provides homemaker or personal services for the applicant, do not count the caretaker as a household member and do not count the caretaker's income. Refer to P-2908A for verification of caretakers or companions. If a caretaker pays room and board to the head of household, that payment is counted as self-employment income of the household. (Seasonal Fuel Assistance Rule 2911.3(a)(2))

A household can only have one companion, and a household cannot have a companion AND a medically necessary caregiver.

Individual in Foster Care or Residential Home Care

This is a non-mandatory household member placed in the home by DCF, DAIL, or DMH, regardless of whether the person is related to other members of the household. For example, if the household has a foster child placed in the home by DCF-FSD, the child is an individual in foster care and not a mandatory household member. All payments (difficulty of care (stipend) plus room and board) received by the household for caring for someone as a shared living provider are excluded as household income. (Seasonal Fuel Assistance Rule 2912(a)(22))

Roomer/Boarder

A person who is not a mandatory household member and who pays reasonable room rent to the head of household or his/her spouse or civil union partner, for *exclusive occupancy of one or more rooms* as separate living quarters in the living unit and meals are not provided.

If a fuel assistance applicant has not received rental assistance from the GA program within 30 days of ESD's receipt of the fuel application, then reasonable room rent would be \$40/week/roomer household (not per person), *regardless of whether the rent is paid to a relative or not*. In-kind payment does not qualify as reasonable room rent.