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Bulletin No. 87-41F

P-2800 B-

P-2800 Emergency Assistance to Families With Children
(Continued)

B. Excluded Income (Continued)

emergency, count the full \$300 except when looking at emergency need for permanent housing costs. This is met when the applicant has assumed liability for housing costs as specified in policy, based on income, and does not have resources in excess of the current month's income.

Food Stamps, Food Stamp Cash-out, WIC benefits, and the value of surplus commodities (e.g. the "cheese program") are diet supplements and are not counted for either eligibility determination or in determining need for Grocery and Personal Need money.

Fuel Assistance benefits while excluded from the income determination, are countable in looking at the need for emergency relief of heating related costs.

C. Emergency Housing under EA

1. With the exception of those items specified at WAM 2813.2a through 2813.2g authorization for payment must be within the 30-day "window" of eligibility. The Intake worker, to pre-authorize payment beyond the 30-day window should complete the DSW 224 EA PRE-AUTHORIZATION OF EXPENDITURE as soon as any EA payment is made for an applicant who is eligible for temporary housing. Note that completion of the DSW 224 does not automatically guarantee that DSW will pay, but only allows EA funds to be used beyond the 30 day period if needed.

- Every time a Pre-authorization form is completed, the worker must inform the applicant that if he or she finds permanent housing within the next 90 days and does not have enough money to pay for the full rent payment, the applicant should reapply because the Department may be able to provide assistance toward rent payments during this 90-day period.

2. - EA Payments for temporary housing may be made for seven days with a maximum of 28 days per year per household. Pre-authorization does NOT extend the time period for which temporary housing costs may be paid.

- Payment for temporary housing is limited to the actual cost of the least expensive housing available to the recipient at the time. If, for example, an applicant could stay temporarily with a friend or relative at no cost, then no EA grant payment should be made for temporary housing (WAM 2808). The worker should however pre-authorize if any EA payment is made, such as groceries and personal needs, when the determination is made that, except for the availability of temporary shelter at no cost, the applicant would be eligible for temporary shelter.