

LEND ECONOMIC ASSISTANCE PROGRAM (L.E.A.P.)

ASSISTANCE GUIDELINES

The target population to be served by L.E.A.P. will be the working poor, senior citizens on fixed incomes and households, regardless of income, in emergency situations.

1. L.E.A.P.'s target group is individuals at or below 130% of the United States Health and Human Services (HHS) Poverty Income Guidelines.
2. Those above 130% of the HHS Poverty Income Guidelines will be assisted only when circumstances of extraordinary hardship and/or emergency situations are found to exist. This assistance will be dependent upon the household meeting the eligibility criteria described below and will be left to the discretion of the L.E.A.P. Board of Directors.
3. Special consideration will be given to the elderly and/or disabled, whose circumstances are unique even if their income exceeds 130% of the HHS Poverty Income Guidelines.

ELIGIBILITY CRITERIA

The following ELIGIBILITY CRITERIA must be met to be considered For L.E.A.P. assistance:

1. The applicant must be a resident of the City of Rawlins.
2. The applicant will need to provide income verification for the most recent three (3) months within the last twelve months. He/She may elect to use the previous six (6) or twelve (12) month period if it is easier to provide verification for those time periods. Verification may include: wage stubs, W-2 forms, Workers' Compensation, unemployment insurance, AFDC, General Assistance, Social Security benefits, etc. Applications that do not include this information will not be considered.

3. The applicant will need to provide evidence of an emergency situation that is the result of a circumstance or set of circumstances over which he/she had no control. Example: Medical expenses in relation to hospitalization and/or major illness, unexpected layoff or termination from regular employment, disaster-caused emergencies and family crises such as abandonment, divorce or separation are all examples of circumstances that may lead to a emergency energy situation.
4. Failure on the part of the applicant to make payments in a responsible manner or choosing to make unnecessary purchases either by cash or credit card are not in themselves sufficient support for the approval of L.E.A.P. assistance. It is expected that all applicants will make reasonable efforts to budget their available resources, prioritize their expenses and live within their means.
5. L.E.A.P. cannot be all things to all people. This is an emergency-assistance, not an income-maintenance program. As such, L.E.A.P. cannot address long-term unemployment situations or circumstances for which assistance will only forestall the inevitable.

GENERAL GUIDELINES FOR L.E.A.P. EXPENDITURES

1. L.E.A.P. will only be able to assist a household up to a maximum of \$150.00 in a year. It is the intent of the L.E.A.P. Board of Directors to assist on a one-time basis. If a prolonged emergency continues, additional assistance may be provided. A vote by the L.E.A.P. Board of Directors will determine if a cause is a prolonged emergency. If the Board of Directors deem an abuse of the system, further assistance will be disallowed.
2. L.E.A.P. funds will not be dispersed directly to the recipient; rather they will be credited directly to the recipient's water, sewer, and landfill account with the city.