CHAPTER 2-000 Application

2-001 Completion of Application Form: All households ~~shall~~ must have an opportunity to complete an application, using Form IM-29, "Nebraska Low Income Energy Assistance Program Application," or Form DA-100, "Application for Assistance." ~~The local office~~ Agency staff ~~shall~~ must offer assistance in completing the application form or obtaining documentation if applicants need help.

2-002 ~~Office of Responsibility: The local office serving the county where the applicant is residing is responsible for taking the application and determining eligibility.~~ (Reserved)

2-003 Approval or Denial of Application: ~~The local social~~ Health and Human S~~s~~ervices ~~office~~ staff ~~shall~~ must make a determination of eligibility within 45 days of receipt of the application, unless the delay is caused by the household's lack of cooperation in providing necessary and reasonable evidence.

2-004 Referral for Weatherization: Households who have not received LIEAP assistance are still eligible to receive weatherization if their income does not exceed 130 percent of the poverty guideline. The worker ~~shall~~ must refer every eligible household to the local community action agency for weatherization. The worker completes Form ASD-19, "Client Referral," and gives it to the client.