



START:

New LIEAP Application?
Follow this chart to ensure you have what you need!

Did you receive a pre-printed application from MT DPHHS in the mail?



REVIEW to make sure all info is **CORRECT!**
Corrected info goes to the right or below, as indicated.

Currently a **SNAP** (Foodstamps) recipient whose SNAP household matches your LIEAP household?



Complete application, skipping sections 6 & 7.



Complete **ALL** sections of application.



Attach all pages of **30-day bank statement** for all accounts.

Attach prior **SIX MONTHS** income documentation for wages and **ALL** other sources.
EXAMPLES: Child support printout; all wage stubs; unemployment stubs or printout; workmans' comp benefit explanation letter; Soc. Security/SSI letters/SSDI letters (all pages); public assistance/ TANF benefit letters; Section 8/utility payments; alimony-divorce decree; veterans benefits statement; self employment (1040 including schedule C tax form & ledger or profit & loss statements); pension benefit letter.

Attach copies of all household members' photo IDs (**first-year applications only**).

Attach copy of current **heat and electric bill**.

Everyone 16 & older **MUST SIGN** the application.

Submit application in person at **648 Jackson street**, or by mail to:
RMDC Energy Services
PO Box 1717
Helena, MT 59624

REMINDERS:

- LIEAP eligible households can receive **EMERGENCY HEAT ASSISTANCE** when there is a no-heat situation, or a dangerous condition in the home.
- Households whose list of SNAP recipients matches the LIEAP household **DO NOT** need to provide documentation of income when completing the LIEAP application.
- Make sure to turn in your **COMPLETED** application **BEFORE APRIL 30TH** to receive this heating season's LIEAP Fuel Benefit! Benefits apply to costs incurred between **Oct. 1st, 2017—Apr. 30th, 2018**, and can be applied back if you apply late in the season.