
**DEPARTMENT
POLICY**

As a condition of SER eligibility, all the adults in the SER group must agree to take actions within their ability to make potential resources available. Potential resource means an asset or income that may be available to a client if action is taken to make this available. Do not require the SER group to apply for loans, including home equity loans from financial institutions or individuals.

Pursuing a potential resource increases the group's ability to resolve their emergency with the additional income or asset.

**Potential
Resource
Examples**

The SER group must take reasonable action to obtain potential resources including, but not limited to:

- Program benefits under FIP, SDA, RAP, CDC, SSI, RSDI; settlements of lawsuits or insurance claims; unemployment insurance benefits and other employment-related benefits if there is the potential of benefits. Do not delay approval of SER while the group applies for other benefits. Their agreement to apply is sufficient.

Exception: Local offices may choose to waive the requirement to apply for FIP, SDA, RAP, or CDC programs. Groups should still be encouraged to apply for all benefits for which they qualify.

- Poverty exemption from property taxes if the group is applying for home ownership services for taxes. Local taxing authorities (not the county treasurer) establish their own criteria for granting tax exemption. Generally, a request for exemption is filed after January 1 but before the last day of the board of review. The local office should not require a client to pursue this benefit at a time when requests are not being taken.
- Home heating credit if the group is applying for energy services.
- Assets to be received in the future, such as tax refunds and money owed to the SER group.

- Goods or services which the SER group can obtain by requesting them. Examples include home repair and weatherization services provided by a government or non-profit agency.

Note: Refer SER groups to other agencies for assistance only when the group does not meet SER eligibility requirements for the service, or when SER does not cover the service including any unmet required payment and/or copayment on the DHS-1419.

Penalties

When an SER group member has been denied or terminated assistance for failure to comply, when able, with a procedural requirement of FIP, SDA or SSI, the group is not eligible for SER. Groups that are non-cooperative with the Office of Child Support are also ineligible for SER.

SER ineligibility continues as long as the group member fails or refuses to pursue potential resources. Sanctioned groups that are able to comply are ineligible for SER until they comply.

LEGAL BASE

MAC R400.7001 et seq.

MAC R400.7021