
ADULT

Adult is defined as either of the following:

- A person who is 21 years of age or older.
- A person who is less than 21 years of age and who is not a dependent child.

Related Terms: Dependent child.

**ADULT BURIAL
WITH SERVICES
ALLOWANCE**

The maximum amount that may be approved for the burial or cremation of an adult or of a child who is one month of age or older if family services are provided.

Related Terms: Infant burial allowance, adult burial without services allowance.

**ADULT BURIAL
WITHOUT
SERVICES
ALLOWANCE**

The maximum amount that may be approved for the burial or cremation of an adult or of a child who is one month of age or older if family services are **not** provided.

Related Terms: Infant burial allowance, adult burial with services allowance.

**AFFORDABLE
HOUSING**

The total housing obligation is equal to or less than 75% of the relief group's net countable income. The basic 75% can be increased by the following percentages if heat, electricity, or water/cooking gas is included in the rent:

- Heat included adds 15% to the basic 75%.
- Electricity included adds 5% to the basic 75%.
- Water or cooking gas, or both, included adds 5% to the basic 75%.

AGENCY

The state agency: Department of Human Services, formerly Family Independence Agency.

Related Terms: Department.

APPLICANT

A person who has applied for the state emergency relief program or on whose behalf an authorized representative has made application for the state emergency relief program.

Related Terms: Authorized representative, client, person who acts on the applicant's behalf.

APPLICATION

A statement, on a form prescribed by the department that the client wishes to receive state emergency relief which is signed and dated by the applicant or by a person who acts on the applicant's behalf and which is received by the department.

ASSET

A real or personal, tangible or intangible resource which a client owns or possesses, in which the client has a legal interest, and which the client has the legal ability to use or dispose of.

Related Terms: Cash assets, divestment, market value, non-cash assets, potential resource, protected cash asset limit, protected non-cash asset limit.

**AUTHORIZATION
PERIOD**

The 30-day period immediately following the date of application.

**AUTHORIZED
REPRESENTATIVE**

A person who applies or provides eligibility information on behalf of a client.

Related Terms: Applicant, person who acts on the applicant's behalf.

CASH ASSETS

Any of the following:

- Currency and coins.
- Amounts on deposit in banks, savings and loan associations, credit unions and other financial institutions.
- Uncashed checks, drafts and warrants.
- Traveler's checks.
- Stocks, bonds and other investments, including negotiable instruments.
- Individual retirement accounts.
- Keogh plans.
- Revocable prearranged funeral contracts.
- Nonrecurring lump-sum payments that do not represent an accumulation of monthly benefits.

Related Terms: Assets, divestment, market value, non-cash assets, potential resource, protected cash asset limit, protected non-cash asset limit.

CLIENT

An applicant for, or recipient of, state emergency relief and includes all members of the relief group.

Related Terms: Applicant, person who acts on the applicant's behalf.

CRISIS

An energy crisis is one of the following:

- An individual or household has a past due account or shut-off notice on an energy bill for his or her household.
- A residential fuel tank is estimated to contain not more than 25 percent of its heating fuel capacity.

- A stated need for household deliverable fuel or nontraditional fuel source such as wood, corn, cherry pits, etc.
- A notice that the balance of a prepayment account is below \$100.
- A statement from a licensed service provider indicating the homeowner's furnace is inoperable and in need of repair or replacement.

COOKING GAS

See water or cooking gas, or both, required payment amount.

DEPARTMENT

The state Department of Human Services.

Related Terms: Agency.

DEPENDENT CHILD

A child is dependent if they:

- Are under the age of 21; and
- Live with one of the following:
 - A parent.
 - An adult relative.
 - An unrelated adult acting as a parent.

Related Terms: Adult.

DIRECTOR

The director of the department.

Related Terms: Department.

DIVESTMENT

The disposition of an asset without receiving its market value with the intent of becoming or remaining eligible for, or increasing the amount of, emergency relief or with the intent of avoiding making reimbursement of emergency relief received.

Related Terms: Assets, cash assets, market value, non-cash assets, potential resource, protected cash asset limit, protected non-cash asset limit.

DWELLING UNIT

A shelter, such as a house, apartment or mobile home.

EARNED INCOME

Cash that is received by a person for activities he or she engages in as a self-employed person or as an employee, from renting property, or from providing room and board.

Related Terms: Income, unearned income.

ELECTRICITY FISCAL YEAR CAP

The maximum amount that may be approved for electricity during a fiscal year (October 1 - September 30).

ELECTRICITY REQUIRED PAYMENT AMOUNT

The amount that a relief group must have paid toward its household electric obligation during each month of the six-month period before the month in which the relief group applies for energy assistance as a condition of eligibility for emergency relief for energy.

EMERGENCY

A situation in which immediate action is necessary to prevent serious harm or hardship.

EMERGENCY PERIOD

The 30-day period immediately following the date that the application is received by the department.

EMERGENCY RELIEF

Relief that is paid pursuant to the state emergency relief program.

EQUITY

The current market value of an asset minus any liens and indebtedness on the asset and minus the reasonable expenses that are necessary to liquidate the asset.

**FEDERALLY
FUNDED HOME
REPAIRS
ALLOWANCE**

The maximum cumulative amount that may be approved during the lifetime of the client for home repairs that are wholly funded with federal funds.

Related Terms: Home repairs, state-funded home repairs allowance.

FOOD

See home-prepared food allowance or restaurant food allowance.

FURNITURE

See household furniture allowance, refrigerator allowance, stove allowance, sundry household items allowance.

**HEATING FUEL
FISCAL YEAR
CAP**

The maximum amount that may be approved for heating fuel during a fiscal year (October 1 - September 30).

HOMELESS

There is no housing that the relief group can return to. The term applies to all of the following groups:

- Groups in emergency shelters.
- Groups sleeping in cars or on the streets.
- Groups living temporarily with others due to a fire or natural disaster that occurred within 60 days before application or to escape a domestic violence situation.

**HOME
OWNERSHIP
SERVICES
ALLOWANCE**

The maximum cumulative amount that may be approved during the lifetime of the client for any or all of the following services:

- Mortgage, land contract payments, or mobile home sales contracts, including principal and interest, legal fees and escrows for taxes and insurance.
- Property taxes and fees.
- House insurance premiums that are required pursuant to the terms if a mortgage or land contract.
- Mobile home lot rental.

**HOME-PREPARED
FOOD
ALLOWANCE**

The maximum amount that may be approved for food if the relief group lives in a dwelling unit that has cooking facilities.

Related Terms: Restaurant food allowance.

HOME REPAIRS

Repairs that are necessary to make a home safe for occupancy or that are required by a rule, regulation, or ordinance of a governmental agency or mobile home park. The term includes repairs to any of the following with respect to a house or mobile home:

- Basic structure.
- Plumbing system.
- Electrical system.
- Waste disposal system.
- Heating system.

Related Terms: Federally funded home repairs allowance, state-funded home repairs allowance.

HOMESTEAD

A structure which is occupied as a home and which is owned, being purchased or held by a life estate. The term includes buildings on leased land, mobile homes and adjoining land. A relief group may have only one exempt homestead at a time.

**HOUSEHOLD
FURNITURE
ALLOWANCE**

The maximum amount that may be approved per issuance for furniture.

Related Terms: Furniture, refrigerator allowance, stove allowance, sundry household items allowance.

INCOME

All earned or unearned monies that are received by a client.

Related Terms: Earned income, unearned income.

**INFANT BURIAL
ALLOWANCE**

The maximum amount that may be approved for the burial, cremation or other disposition of a child who is less than one month of age, a fetus or a limb.

Related Terms: Adult burial with services allowance, adult burial without services allowance.

**LIFE THREATENING
CRISIS**

A household is considered to have a life-threatening energy crisis if the following criteria is met:

- The household is not protected by Michigan's Winter Protection Plan (WPP);
- The household has experienced disconnection of natural gas or electric service, has ran out of their household heating fuel, or the household has a statement from a licensed service providing indicating that the furnace is inoperable and in need of repair or replacement;

- Restoration of energy service(s) is medically necessary;
- The household does not have any temporary housing alternatives while the emergency is being resolved.

MARKET VALUE

With respect to an asset, market value means the price that the owner would receive if he/she disposed of the asset on short notice, possibly without the opportunity to realize the full potential on his/her investment in the asset.

Related Terms: Assets, cash assets, divestment, non-cash assets, potential resource, protected cash asset limit, protected non-cash asset limit.

NONCASH ASSETS

Assets that are not cash assets.

Related Terms: Assets, cash assets, divestment, market value, potential resource, protected cash asset limit, protected non-cash asset limit.

PERSON WHO ACTS ON THE APPLICANT'S BEHALF

A person who applies or provides eligibility information on behalf of a client.

Related Terms: Applicant, authorized representative.

POTENTIAL RESOURCES

An asset or income that may be available to a client if action is taken to make the asset or income available.

PROTECTED CASH ASSET LIMIT

The maximum total combined cash assets that the members of a relief group which is eligible with respect to cash assets may own.

Related Terms: Assets, cash assets, divestment, market value, non-cash assets, potential resource, protected non-cash asset limit.

PROTECTED NONCASH ASSET LIMIT

The maximum total combined noncash assets that the members of a relief group which is eligible with respect to noncash assets may own.

Related Terms: Assets, cash assets, divestment, market value, non-cash assets, potential resource, protected cash asset limit.

REFRIGERATOR ALLOWANCE

The maximum amount that may be approved for a new or used refrigerator.

Related Terms: Household furniture allowance, stove allowance.

RELIEF GROUP

All persons who live in the same dwelling unit except for the following entities:

- Renters who live in the same dwelling unit and who pay a fair market rent to the relief group.
- Landlords who live in the same dwelling unit if the relief group pays the landlord fair market rent to live in the home.
- Any person who claims and verifies that he or she will not be adversely affected by the emergency situation for which the relief group is requesting state emergency relief and will not benefit if the relief group's application is approved.

RELOCATION SERVICES PAYMENT MAXIMUM

The maximum amount that may be approved per issuance for relocation services.

**REQUIRED
PAYMENT
AMOUNT**

A payment by the client of his or her obligation for any of the following in an amount specified in these rules:

- Rent.
- Purchase of a home.
- Mandatory house insurance premiums required pursuant to the terms of a mortgage or land contract.
- Heating fuel.
- Electricity.
- Water or cooking fuel or both.
- Utility deposit.

RESOURCE

Income or assets which are owned by, and are under the control of, a client and which may be used to achieve a level of subsistence.

**RESTAURANT
FOOD
ALLOWANCE**

The maximum amount that may be approved for food if the relief group lives in a dwelling unit that does not have cooking facilities.

Related Terms: Home-prepared food allowance.

**STATE-FUNDED
HOME REPAIRS
ALLOWANCE**

The maximum cumulative amount that may be approved during the lifetime of the client for home repairs that are wholly or partially funded with state funds.

Related Terms: Federally funded home repairs allowance, home repairs.

**STOVE
ALLOWANCE**

The maximum amount that may be approved for a new or used stove.

Related Terms: Furniture, household furniture allowance, refrigerator allowance, sundry household items allowance.

**SUNDRY
HOUSEHOLD
ITEMS
ALLOWANCE**

The maximum amount that may be approved for sundry household items.

Related Terms: Furniture, household furniture allowance, refrigerator allowance, stove allowance.

**TOTAL HOUSING
OBLIGATION**

The total monthly amount the relief group must pay for all of the following:

- Rent.
- House payment.
- Mobile home lot rent.
- Property taxes.
- Required insurance premiums.

**UNEARNED
INCOME**

Any income, other than earned income and includes all of the following:

- Money received in the form of public assistance.
- Pensions.
- Benefits.
- Interest.
- Dividends.
- Support.
- Compensation.

Related Terms: Earned income, income.

**UTILITY DEPOSIT
CAP**

The maximum amount that may be approved for a utility deposit.

VERIFICATION

Documentation or collateral proof that is used to confirm the validity of a relief group's reported circumstances.

**WATER OR
COOKING GAS,
OR BOTH,
REQUIRED
PAYMENT
AMOUNT**

The amount that a relief group must have paid toward its obligations for water or cooking gas, or both, during each month of the six-month period before the month in which the relief group applies for water or cooking gas, or both, assistance as a condition of eligibility for emergency relief for water or cooking gas, or both.