

Request for Restricted Temporary Assistance (TA) Payments

_____ COUNTY DEPARTMENT OF SOCIAL SERVICES

CASE NAME: _____

ADDRESS: _____

CASE NUMBER: _____

SEE BACK OF PAGE FOR AN EXPLANATION OF YOUR OPTIONS

1. SHELTER

- I request the Department of Social Services restrict the entire amount of my shelter expense from my TA Grant and pay it directly to my landlord.

2. ENERGY-DOMESTIC AND/OR HEATING

A. This section is to be completed when an applicant/recipient requests their fuel for heating and/or domestic energy allowance be restricted.

DOMESTIC ENERGY ONLY

- I request the Department of Social Services restrict an amount not to exceed the average monthly amount of my domestic energy cost from my TA grant and pay it directly to my domestic energy provider.

HEATING ONLY

- I request the Department of Social Services restrict an amount not to exceed the heating allowance from my TA grant and pay it directly to my heating provider.

COMBINED DOMESTIC ENERGY/HEATING

- I request the Department of Social Services restrict a total amount not to exceed the average monthly amount of my Domestic Energy Cost and heating allowance from my TA grant and pay it directly to my domestic energy heating provider.

B. This section is to be completed when an applicant/recipient requests the Department of Social Services district to restrict the fuel allowance plus an additional amount in order to pay their entire heating/domestic energy bill to their provider.

- I request the Department of Social Services pay only my entire domestic energy bill.
 I request the Department of Social Services pay only my heating bill.
 I request the Department of Social Services pay only my entire combined domestic energy/heating bill.

SIGNATURE OF APPLICANT/RECIPIENT

DATE

SIGNATURE OF WORKER OR WITNESS

DATE

OPTIONS

You have the right to request to have all or part of your TA grant restricted to pay bills such as shelter, heat and/or domestic energy. If you request to have your TA grant restricted to pay for your shelter, heat and/or domestic energy bill(s), your TA grant will be reduced by your shelter allowance or your actual shelter expense, heating allowance and/or average monthly billing amount for your heating and/or domestic energy.

SECTION 1

If you want the Department of Social Services to pay the full amount of your shelter expense to your landlord, you must complete section 1 on the front of this form and sign and date the bottom of this form.

SECTION 2

If you want the Department of Social Services to pay your heating and/or domestic energy allowance to your provider, you must complete section 2A on the front of this form and sign and date the bottom of this form. This could mean that your entire heating and/or domestic energy bill may not be paid in full and you are responsible for the unpaid amount.

Note: This form must also be completed by grantees of child only cases (non-parent caregivers, SSI parents, non-citizen parents) who request to have their allowances or actual expenses restricted.