

OPERATIONS/ADMINISTRATION/Finance/Bay Restoration Fund (BRF)

Program for Exempting Certain Residential Users from Paying the BRF Fee Because of Substantial Financial Hardship

<p>Proposed financial hardship exemption criteria - applicant must meet at least two of the conditions listed</p>	<ul style="list-style-type: none"> • Receiving energy assistance subsidy; • Receiving public assistance – supplemental security income (SSI) or food stamps; • Receiving veterans or social security disability benefits; • Meeting the income criteria below: <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Household Size</th> <th style="text-align: center;">(2012-2013)* Monthly Income Less Than</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">\$1,628.95</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">\$2,206.45</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">\$2,783.95</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">\$3,361.45</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: center;">\$3,938.95</td> </tr> <tr> <td style="text-align: center;">6</td> <td style="text-align: center;">\$4,516.45</td> </tr> <tr> <td style="text-align: center;">Additional Persons</td> <td style="text-align: center;">Add \$577.50 each</td> </tr> </tbody> </table> <p>*Source: Maryland Department of Human Resources/Office of Home Energy Programs www.dhr.state.md.us/meap/index.htm</p>	Household Size	(2012-2013)* Monthly Income Less Than	1	\$1,628.95	2	\$2,206.45	3	\$2,783.95	4	\$3,361.45	5	\$3,938.95	6	\$4,516.45	Additional Persons	Add \$577.50 each
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<p>Application procedure and forms</p>	<p>Request application from Finance Department. Complete and return to the Director of Finance.</p>																
<p>Required supporting documentations for eligibility determination</p>	<p>Proof of any assistance program and proof of income.</p>																
<p>Exemption time-period and process for re-verification of eligibility</p>	<p>Exemption expires one year from date of approval. Renewal request must be received (with verification documents) fourteen days prior to exemption date.</p>																
<p>Estimated number of residential users that may qualify for the exemption</p>	<p>10</p>																
<p>Name/Signature of Authorized Official</p>	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 60%; text-align: center;">_____</td> <td style="border: none; width: 40%; text-align: center;">_____</td> </tr> <tr> <td style="border: none; text-align: center;">Signature</td> <td style="border: none; text-align: center;">Date</td> </tr> <tr> <td style="border: none; text-align: center;">_____</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none; text-align: center;">Typed Name/Title</td> <td style="border: none;"></td> </tr> </table>	_____	_____	Signature	Date	_____		Typed Name/Title									
_____	_____																
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Adopted: August 22, 2012
 Approved By: Town Administrator
 Document: Policy

BAY RESTORATION FUND
Exemption Request Form
Residential Only

Name and Address of Applicant:	Date of Application:
Signature:	Account Number:

The Town of Bel Air has established a program to exempt certain residential dwellings from the Bay Restoration Fee, based on substantial financial hardship. In order to qualify for this exemption, the applicant must meet at least two of the following criteria:

Criteria:

Factors to be considered for possible exemption are:

- Receiving energy assistance subsidy;
- Receiving public assistance – supplemental security income (SSI) or food stamps;
- Receiving veterans or social security disability benefits;
- Meeting the income criteria below:



Household Size	(2012-2013)* Monthly Income Less Than
1	\$1,628.95
2	\$2,206.45
3	\$2,783.95
4	\$3,361.45
5	\$3,938.95
6	\$4,516.45
Additional Persons	Add \$577.50 each

*Source: Maryland Department of Human Resources/Office of Home Energy Programs
www.dhr.state.md.us/meap/index.htm

Instructions:

- Check all boxes that apply. You must check at least two (2) boxes to qualify for exemption.
- Verification of any exemption criteria (proof of assistance, proof of income, etc.) must be presented with the completed application.
- Sign and date the form and submit it with the verification documents to: Town of Bel Air, Attn: Director of Finance, 39 N. Hickory Avenue, Bel Air, Maryland 21014.

- Exemption is valid for a one-year term. A new application with appropriate verification documents must be submitted at least fourteen days prior to the expiration date.

Approved

Denied

Signature of Authorized Official

Date Approved/Denied

Name and Title

Date Exemption Expires