

**TOWN OF NORTH BERWICK**  
**FUEL ASSISTANCE PROGRAM**

**NEED HELP WITH HEATING YOUR HOME?**

**ARE YOU OR SOMEONE YOU KNOW IN NEED OF  
HELP HEATING YOUR HOME?**

**THE TOWN OF NORTH BERWICK FUEL ASSISTANCE  
PROGRAM MAY BE ABLE TO HELP**

DONATIONS HAVE BEEN MADE IN HOPES OF KEEPING EVERYONE  
WARM FOR THE WINTER.

THIS PROGRAM IS FULLY FUNDED BY DONATIONS. NO TAX MONEY IS  
USED TO FUND THIS PROGRAM.

**THE BOARD OF SELECTMEN IN NORTH BERWICK HAS INCREASED  
THE MAXIMUM INCOME LEVELS TO 120% OF POVERTY TO  
DETERMINE ELIGIBILITY.**

--APPLICANTS MUST BE RESIDENTS OF NORTH BERWICK

--DELIVERIES ARE LIMITED TO 100 GAL PER DELIVERY WITH UP TO 2  
DELIVERIES PER HOUSEHOLD PER SEASON

**--APPOINTMENTS WILL BE SCHEDULED FOR  
TUESDAYS FROM 9:00-11:00 AM**

--PLEASE PLAN AHEAD. FUEL TANK MUST BE LESS THAN ¼ FULL AT  
TIME OF APPLICATION. HOWEVER, APPOINTMENTS CAN BE  
SCHEDULED AHEAD OF THAT TIME.

**--APPLICATION CAN BE DONE BY MAIL**

--APPLICATIONS TAKEN BEGINNING OCT.1

--APPLICATIONS END ON APRIL1 OR WHEN FUNDS ARE  
DEPLETED, WHICHEVER COMES FIRST

**CONTACT EITHER REBECCA CARTER IN THE TOWN OFFICE TO  
SCHEDULE APPOINTMENT OR TO RECEIVE APPLICATION.  
676-3353, OPTION 1, OPTION 3.**

Town Fuel Fund Levels-2022-2023			
Effective 10/01/2022			
	Monthly	Monthly	Monthly
<u># in Household</u>	<u>2022 Poverty Level</u>	<u>120% of Poverty Level</u>	<u>125% of Poverty Level</u>
1	\$1,133.00	<b>\$1,359.60</b>	\$1,416.00
2	\$1,526.00	<b>\$1,831.20</b>	\$1,907.00
3	\$1,919.00	<b>\$2,302.80</b>	\$2,399.00
4	\$2,313.00	<b>\$2,775.60</b>	\$2,891.00
5	\$2,706.00	<b>\$3,247.20</b>	\$3,382.00
6	\$3,099.00	<b>\$3,718.80</b>	\$3,874.00
7	\$3,493.00	<b>\$4,191.60</b>	\$4,366.00
8	\$3,886.00	<b>\$4,663.20</b>	\$4,857.00
ea additional	\$393.33	<b>\$472.00</b>	\$491.66

**Please Read Both Sides Carefully**  
**Notice of Town of North Berwick Fuel Assistance Eligibility**

Dear \_\_\_\_\_ Date \_\_\_\_\_

You have been found eligible to receive 100 gallons of heating fuel from the North Berwick Fuel Assistance Fund on \_\_\_\_\_.

This is your \_\_\_\_\_ delivery for the \_\_\_\_\_ heating season.

If this is your first delivery of the \_\_\_\_\_ season, you are eligible to **apply** for a second delivery during the same heating season. **It is important to remember that being eligible for one delivery does not guarantee a second delivery.** In order to be **considered** for a second delivery, the following criteria will need to be met:

- Applications will end on April 1<sup>st</sup> or when fund is depleted, whichever comes first.
- Receipts for all expenditures for 30 days prior to application will need to be shown to be considered for eligibility for a 2<sup>nd</sup> delivery.
- Applicants must be resident of North Berwick.
- Funds are limited and will be dispersed on first come basis.
- **Deliveries limited to 100 gal per delivery. Up to 2 deliveries per household per season.**
- Fuel tank must be less than ¼ full at time of application.
- Applications will be processed through the general assistance program.
- Call ahead for appointment.
- Appointments will be scheduled for Tuesday mornings 9:00-11:00.

**PLEASE PLAN AHEAD**

- General Assistance application will need to be completed. If applicant qualifies for General Assistance, they are not eligible for this fund.
- **Proof of income and receipts for 30 days prior to application will need to be shown.**
- For this program, if applicant is over income for general assistance, but all other general assistance requirements are met, income levels are based on 120% of the poverty level.

Sincerely,

\_\_\_\_\_  
General Assistance Administrator

**If you want to receive Town Fuel Assistance in the future:**

You must make a good-faith effort to make all reasonable efforts to reduce your need for fuel assistance, including using available and potential resources such as government benefit programs, assistance from legally liable relatives, employment opportunities, etc.

If you are able to work, but are unemployed you must make a good-faith attempt to find a job, accept a job offer, and participate in any training or rehabilitation program that would help you become employed.

You must report your household income and expenses completely and accurately and report any changes in the household or income to the administrator.

Should you receive a lump sum payment between the date of this decision and any future application for Town Fuel Assistance, you must report to the administrator the receipt and the amount of that lump sum payment. You will need to show receipts of your expenditure of lump sum income in order to preserve your eligibility for Town Fuel Assistance.

You must not commit fraud or violate rules of other programs, which would cause you to lose other public benefits such as TANF or Unemployment Compensation.

You must show that your income has been used for basic necessities such as: rent/mortgage, fuel, utilities, non-elective medical services, non-prescription drugs, telephone when medically necessary, necessary work-related expenses, clothing, personal supplies and food. Income received within a 30-day period and spent on non-necessities shall be considered available to the household resulting in a reduction or denial of future benefits. Examples of spending for non-necessities include expenditures for tobacco or alcohol, gifts, trips, or vacations, court fines, repayments of unsecured loans, credit card debt, etc.

The municipality reserves the right to apply specific use-of-income requirements to any applicant who fails to use his or her income for basic necessities or fails to reasonably document his or her use of income. These requirements will take the form of written directives to spend all or a portion of prospective income toward priority basic necessities such as housing, heat, electricity, or other specified basic necessities. Failure to abide by these requirements may result in ineligibility for Town fuel assistance to replace the misspent income, unless you are able to show with verifiable documentation that all income was spent on basic necessities up the maximum amounts allowed.