

5.2.1 Determining the Payment Amount

An emergency assistance payment for impending homelessness, homelessness, fire, flood, or natural disaster shall be the lowest of the following:

1. The maximum payment amount per emergency assistance group size.
 - \$516 **1,200** for an **EA** Group with 2, 3, or 4, or 5 members;
 - \$645 for an EA Group with 5 members;
 - \$110 **220** per group member for an EA Group with 6 or more members.
2. The financial need resulting from the emergency. (See [5.2.2](#))

EXAMPLE 1: John and Susan applied for EA as they were being evicted due to non-payment of rent. They were determined eligible due to impending homelessness with past-due rent of \$1,400. John and Susan have four children. Therefore, this would be an EA Group of six people. John and Susan will receive the maximum payment amount of \$660 **1,320** (\$110 **220** x 6 group members).

EXAMPLE 2: Marlise applied for EA as she received an eviction notice. Marlise has two children. Marlise provided a copy of the eviction notice that indicated that the past due rent was \$400. The **W-2** agency completed the payment calculation for Impending Homelessness, including Marlise's past due rent of \$400 and the EA Group size of three. The payment amount was calculated in the amount of \$400 because this is the lesser amount (comparing actual financial need to the maximum payment amount for a household of 3 at \$516 **1,200**).

An emergency assistance payment for energy crisis shall be the lowest of the following:

1. \$500 **750** regardless of group size; or
2. The amount needed to obtain or maintain essential utility service.

5.2.3 Multiple Payments

[5.2.3.1 Multiple Payments to Address Multiple Emergencies](#)

[5.2.3.2 Multiple Payments to Address Additional Expenses](#)

The **W-2** agency may issue more than one payment only in the following situations:

1. When the **EA** Group is experiencing multiple emergencies (see [5.2.3.1](#)); or
2. When the EA Group discovers additional eligible expenses after the first payment is issued (see [5.2.3.2](#)).

Agencies must issue all payments within 30 calendar days of the application date.

5.2.3.1 Multiple Payments to Address Multiple Emergencies

When the applicant lists more than one emergency type on the application, the worker must identify the maximum payment amount for each emergency type and use the higher amount as the maximum payment amount for the EA Group. The total amount of payments cannot exceed the maximum payment amount.

EXAMPLE: An EA Group with three members is experiencing an energy crisis and impending homelessness. The agency has determined the group is eligible for EA under both emergency types. The maximum payment amount for an energy crisis is \$500 750. The maximum payment amount for impending homelessness for an EA Group with three members is \$516 1,200. Therefore, the maximum payment amount for the EA group is \$516 1,200. In this situation, the W-2 agency may issue one payment to the utility company (up to \$500 750) and one payment to the landlord as long as the total amount of the payments does not exceed \$516 1,200.

5.2.3.2 Multiple Payments to Address Additional Expenses

When an EA group receives a payment and later discovers additional eligible expenses related to the same emergency type, the agency may issue an additional payment(s) as long as the total amount of the payments do not exceed the maximum payment amount for the emergency type.

EXAMPLE: Anna and Peter have two children. After a fire in their home, they applied for EA on September 9 and received a payment of \$400 on September 13. On September 20, Anna and Peter discovered additional eligible expenses totaling \$100 that resulted from the fire. Because they had not already received the maximum payment amount of \$516 1,200 for a household of 4, Anna and Peter may receive an additional payment to cover the additional expenses.