

UC02 – Determine Eligibility Use Case Specification
State of MN - eHEAT Phase III





Revision History

Date	Version	Description	Author
02/03/2004	DRAFT	Initial Version	Sivakumar Ramanathan
02/10/2004	1.0	Peer review complete with Narayan Srinivasan. Submitted for sign-off.	Sivakumar Ramanathan
02/27/2004	1.1	Addendum and the document updated based on User response	Sivakumar Ramanathan
06/28/2004	1.2	Based on meeting with Ken on 06/25/2004 the following were modified 1. Determine EAP Eligibility: business rules	Sivakumar Ramanathan



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Determine Eligibility

1. Brief Description

This use case provides a way to determine eligibility for EAP and to determine if an EAP eligible application is a WAP Prioritization Candidate.

2. Actors

Service Provider

3. Activity Diagram

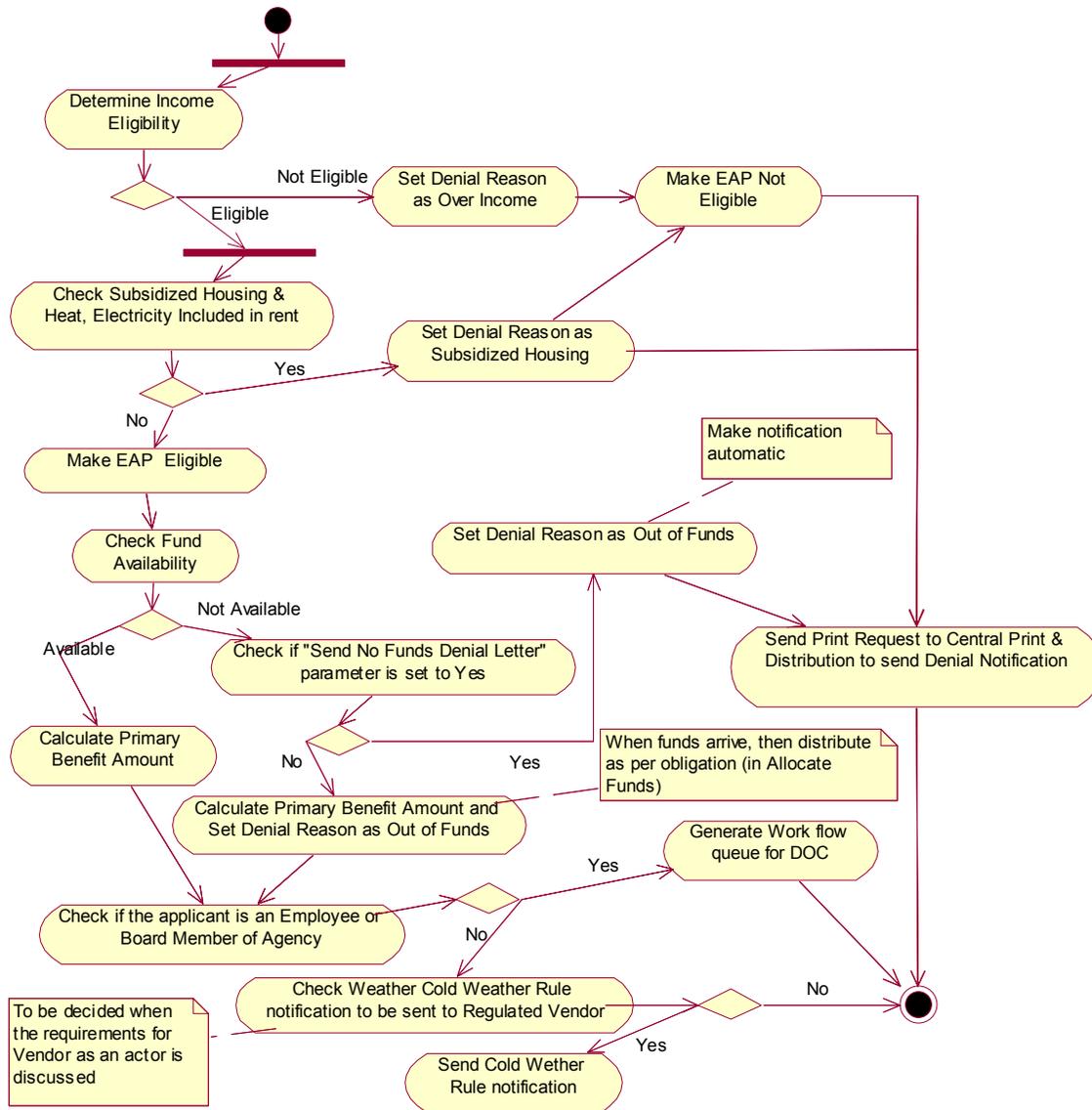


Figure 1: Determine EAP Eligibility Activity Diagram

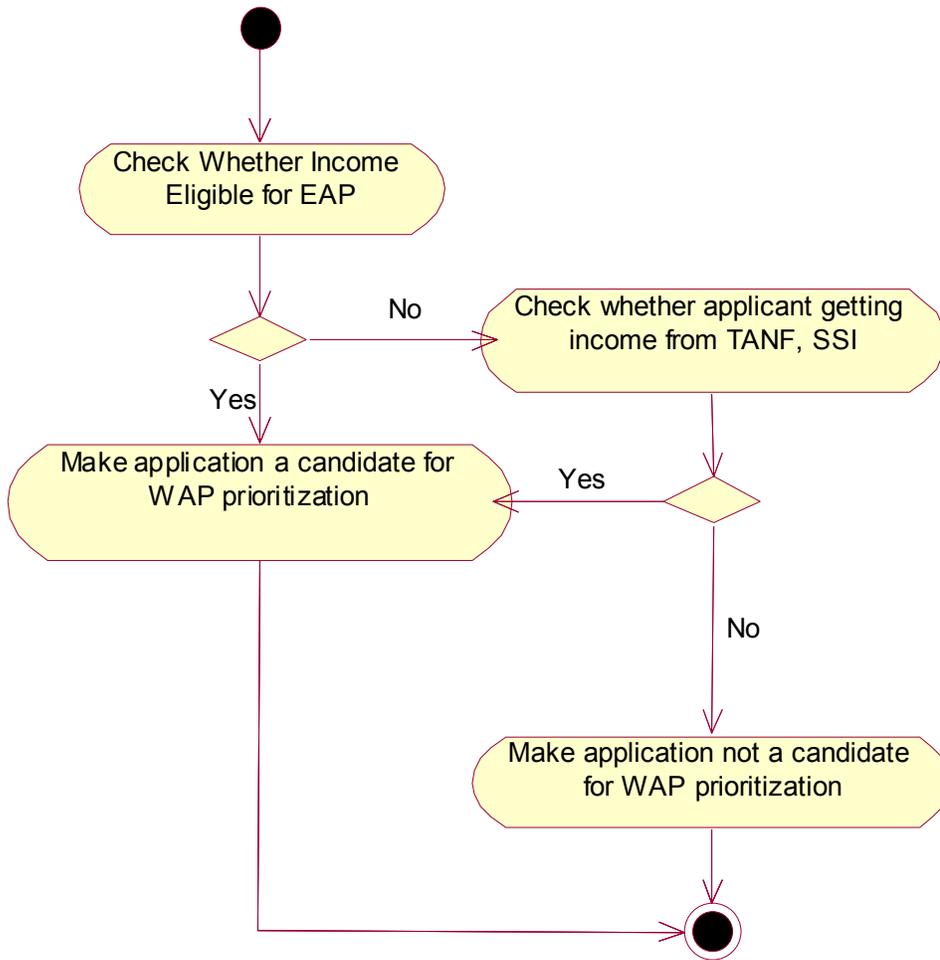


Figure 2: Determine WAP Prioritization Candidate Activity Diagram

4 Flow of Events

4.1 Basic Flow

4.1.1 Start of the Use Case

This use case starts when the User clicks “Check Eligibility” button on the Application Status screen

4.1.2 Determine Eligibility

The system determines the eligibility, calculates Primary Heat benefit and displays the eligibility summary screen with the following information

- EAP Eligibility
- Application Status
- Denial Reason if denied
- Primary heat benefit

4.1.3 Use Case Ends

The use case ends on display of the eligibility summary screen

5 Special Requirements

None

6 Preconditions

Application Status should be Complete

7 Post conditions

None

8 Cross References

None

9 Business Rules

Determine EAP Eligibility:

- The following are the rules for an application to be EAP Eligible
 - The total household income for the past three months (prior to signing the application) must be less than or equal to the allowed income for the number of persons in the household. This household / allowed income will be available in a database table.
 - The application should not have all the three below fields set to ‘Yes’ -
 - Lives in a subsidized housing

- ❑ Heat included in rent
 - ❑ Electricity included in the rent
- If the denial reason is Over Income, Subsidized Housing with Heat and Electric in Rent, Already Served or Insufficient Information the user has to deny the applications manually. This will trigger a request to central print and distribution and will update the Application Status to “Denied”
- Primary heat benefit will be calculated only if the status is complete and the applicant is EAP eligible and primary heat calculated amount is zero in the tables (not calculate earlier).
- The system saves whether the applicant is income eligible, EAP eligible, WAP priority candidate, primary heat calculated amount and 50 to 60 % SMI value.
- If the application service provider is EAP service provider & the applicant is EAP eligible and the application is not WAP only application, the system will distribute and obligate the primary heat benefit amount. If no funds are available the system will only do the distribution and will flag these applications as No fund. When funds arrive, these applications will be processed and Primary heat benefit will be obligated in the “Manage Grant” module in the order of completed application logged date. When no funds arrive these applications will be picked and “Denied” by the service providers.
- If the primary or household member is an employee or board member of an Agency then a work flow queue is generated for DOC Users who will review and approve the application for payment
- When applications are processed before the start of the program year, the primary heat benefit will be calculated but no funds will be obligated. The system will set a flag “No funds” to “Yes”. When funds arrive, these applications will be processed and Primary heat benefit will be obligated in the “Manage Grant” module in the order of completed application logged date.
- A system parameter called "Send_No_Funds_Denial_Letter" will be maintained in the database. If the denial reason is Lack of Funds, then the system “Manage Grant allocate fund batch process” would automatically deny the application and send a request to central print and distribution only if the above flag is set to 'Yes'. The system will set the application status to “Denied” and the Denial reason as “Out of Funds”. This action of setting the flag to ‘Yes’ can be done only once per program year and is irreversible. If the flag “Send_No_Funds_Denial_Letter” value is “No”, the system will set a flag “No Funds” to “Yes”. ~~If the application has the fields Lives in subsidized housing, Heat included in rent and Electricity included in the rent set to ‘Yes’, the denial reason is set to “Subsidized Housing with Heat in Rent” and the application status is changed to “Denied”. A request is also sent to central print and distribution to send the denial letter.~~
- ~~• If grant agreement is not approved for a service provider the system will raise an error~~

Determine if WAP Prioritization candidate:

- If an application is EAP eligible or the primary applicant gets income from MFIP or SSI then the application will be a candidate for WAP prioritization. The user will manually enter dwelling eligibility details in the WAP event screen of the Benefits module
- A household living in subsidized housing, heat-included-in- rent will be a candidate for WAP prioritization, provided they are not over-income (i.e. EAP income eligible)
- The system will save to the database, if the application is a WAP Prioritization candidate

10 Addendum

None