

## **.02 LIBL Hardship Extension Procedures – Renewal Applications**

**REVISION 03**  
**(01/01/08 – 03/31/08)**

When a renewal application is received by the local office and the TIME LTD MONTHS USED field on CODC displays 58 months or more, review the application for [LIBL Hardship Extension Eligibility](#).

Inform the PI during each renewal interview of the 60 Month LIBL requirements and the availability of LIBL hardship extensions.

When eligibility for an LIBL Hardship Extension is determined, see [LIBL Hardship Extension Keying Procedures](#).

**NOTE** The budgetary unit must meet all other CA eligibility requirements to be eligible for an LIBL hardship extension.

A budgetary unit may receive an extension at each renewal when the budgetary unit meets all eligibility requirements.

AZTECS aligns the first LIBL hardship extension period with the CA renewal date. The LIBL hardship extension period may be for up to six months. All subsequent approved LIBL hardship extensions are for six months.

**NOTE** The reason the participant requests an LIBL hardship extension may change at each renewal period.