

Appendix B: Right to Appeal

If an application is denied in whole or in part, DACF will send the applicant a written notice of its decision. Such notice will include an explanation of why the application was denied.

Upon receipt of such notice, an unsuccessful applicant may appeal to DACF. The appeal must be in writing, signed by the applicant, and received by DACF within 45 days of receipt of the denial notice.

Within 90 days of the receipt of a written request for appeal, DACF will either grant the appeal or schedule a hearing.

Appeal hearings will be held before a DACF hearing officer who has been designated by the Commissioner of the DACF. The hearing officer will make a recommended decision. Final decisions on the appeal will be made by the Commissioner after a review of the record.

Appeal hearings will be held in accordance with the adjudicatory proceedings provisions of the Maine Administrative Procedures Act, 5 M.R.S.A. §§ 9051-64.

Final decisions will be in writing and contain notice of a right to petition the Superior Court for judicial review.