

MEMORANDUM

NOTICE #: 061616-1-I-SWCBS

TO: Area Agency on Aging Executive Directors
Emergency Home Energy Assistance for the Elderly Program Managers

FROM: Samuel P. Verghese
Secretary

DATE: June 16, 2016

SUBJECT: Notice of Instruction: 2016 E HEAP Updates

This Notice of Instruction provides recent updates related to the Emergency Home Energy Assistance for the Elderly Program (E HEAP). The attachments to this notice will provide the Area Agencies on Aging (AAAs) with the requirements for compliance.

Upon receipt of this Notice of Instruction (NOI), the revised “E HEAP Application and Eligibility Worksheet,” dated 04/05/2016, will be in effect. The application and worksheet were updated to conform to the revised Department of Economic Opportunity (DEO) “Low Income Home Energy Assistance Program (LIHEAP) Poverty Income Guidelines” and “LIHEAP Payment Matrix,” revised 3/28/2016.

As the revisions to the LIHEAP Poverty Income Guidelines impact the E HEAP Applications and E HEAP Summary Reports, the income parameters will be programmed into the Client Information and Registration Tracking System (CIRTS) reports and available for the first quarter’s E HEAP report, for the period of 04/01/2016 – 06/30/2016. The Department will notify you when the change has been made prior to the July 15, 2016, report due date.

Thank you for your continued commitment to Florida’s elders. Should you require additional information, please contact Judy Bowers at 850-414-2057.

Attachments:

Low Income Home Energy Assistance Program (LIHEAP) Poverty Income Guidelines
Low Income Home Energy Assistance Program (LIHEAP) Payment Matrix
E HEAP Application and Eligibility Worksheet