

GENERAL INFORMATION SYSTEM
Center for Employment & Economic Supports

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TO: Subscribers

SUGGESTED DISTRIBUTION: Commissioners, TA and SNAP Directors, HEAP Coordinators

FROM: Phyllis D. Morris, Deputy Commissioner
Center for Employment and Economic Supports

SUBJECT: Home Energy Assistance Program (HEAP) Benefit Pending Reports

EFFECTIVE DATE: Immediately

CONTACT PERSON: HEAP Bureau at 1-(800) 343-8859, ex. 3-0332

The purpose of this GIS message is to inform local social services districts (SSDs) that the Office of Temporary and Disability Assistance (OTDA) is closely tracking HEAP obligations against the amount of Federal HEAP funds that have been allocated to New York State. To ensure that our projections are accurate, it is critical that local SSDs accurately report all pending regular, emergency, heating equipment repair and replacement applications in eReports, in accordance with the processing timeframes outlined in 13-LCM-14.

Please refer any questions to your HEAP Bureau liaison. Thank you for your assistance.