

New York State 2014-15 Home Energy Assistance Program Administrative Form Guide

| FORM NUMBER | FORM REVISION DATE | FORM NAME | MANDATORY/OPTIONAL |
|---|--------------------|--|---|
| LDSS-2642 | Rev 8/12 | Documentation Requirements | This form is mandatory. |
| LDSS-3421 | Rev 6/14 | Home Energy Assistance Program Application | This form is mandatory. |
| LDSS-3494A | Rev 6/14 | Home Energy Assistance Program Notice Of Eligibility Decision- Approval | This form is mandatory. |
| LDSS-3494B | Rev 6/14 | Home Energy Assistance Program Notice of Eligibility Decision-Denial | This form is mandatory. |
| LDSS-3594B | Rev 6/14 | Home Energy Assistance Program Emergency Benefit Budget Worksheet | This form is mandatory, when the applicant is applying for Emergency HEAP benefits. |
| LDSS-3785 | Rev 6/14 | Home Energy Assistance Program Self-Employment Worksheet | This form is mandatory. |
| LDSS-3829 | Rev 6/14 | Home Energy Assistance Program Low Income Worksheet | This form is mandatory. |
| LDSS-4867 | Rev 6/14 | Home Energy Assistance Program Heating Equipment Repair and Replacement (HERR) Worksheet | This form is mandatory for all HERR applications (with LDSS-3421). |
| LDSS-4867A | Rev 6/14 | Home Energy Assistance Program Heating Equipment Repair/Replacement Job Proposal | This form is mandatory for all HERR applications. |
| LDSS-4992 | Rev 6/14 | Home Energy Assistance Program Cooling Assistance Application | This form is mandatory (for the Cooling Assistance Component). |
| LDSS-4993 | Rev 6/14 | Home Energy Assistance Program Cooling Assistance Notice of Eligibility Decision | This form is mandatory. |
| LDSS-4997 | Rev 6/14 | Home Energy Assistance Program Self-Employment Income Tax Calculation Desk Guide | This form is mandatory. |
| LDSS-4998 | Rev 6/14 | Home Energy Assistance Program Qualified Alien | This form must be provided to applicants upon request. |
| LDSS-4999 | Rev 6/13 | Home Energy Assistance Program Heating Equipment Repair and Replacement Screening Form | OBSOLETE-Replaced with LDSS-5010 |
| LDSS-5000 | Rev 6/14 | Home Energy Assistance Program Guarantee of Payment Letter | This form is optional. |
| LDSS-5001 | Rev 6/14 | Home Energy Assistance Program Rental Income Calculation Worksheet | This form is mandatory. |
| LDSS-5005 | Rev 7/14 | 2014-15 Home Energy Assistance Program (HEAP) Desk Guide | This form is an optional desk guide designed to be used as a worker tool. |
| LDSS-5010 | Rev 6/14 | Home Energy Program Assistance Heating Equipment Repair and Replacement Assessment Form | This form is an optional screening tool, but is recommended. |
| LDSS-5043 | Rev 6/14 | Home Energy Assistance Program Vendor Refund Form (NEW) | This form is mandatory for use by HEAP Vendors when a refund is required. |
| LDSS-5044 | Rev 6/14 | Home Energy Assistance Program Cooling Assistance Services Invoice (NEW) | This form is mandatory for the Cooling Assistance Services Component. |
| PUB 4735 | Rev 10/13 | Keep the Heat On With HEAP Brochure | This form is optional. |
| PUB 5007 | Rev 10/13 | Keep the Heat On With HEAP Poster | This form is optional. |
| * Please refer to HEAP Manual for proper use of these forms. | | | |