

Home Energy Assistance Program Administrative Form Guide

Form Number	Revision Date	Form Name	LSU	IAF	Mandatory or Optional
LDSS-2642	Rev 8/12	Documentation Requirements		X	Mandatory
LDSS-3421	Rev 5/23	HEAP Application	X		Mandatory
LDSS-3494A	Rev 5/20	HEAP Notice Of Eligibility Decision - Approval	X	X	Mandatory
LDSS-3494B	Rev 10/23	HEAP Notice of Eligibility Decision - Denial	X	X	Mandatory
LDSS-3594B	Rev 7/23	HEAP Emergency Benefit Budget Worksheet		X	Mandatory
LDSS-3785	Rev 5/18	HEAP 3 Month Method Self-Employment Worksheet	X		Mandatory
LDSS-4992	Rev 1/24	HEAP Cooling Assistance Request For Benefit		X	Mandatory
LDSS-4997	Rev 5/18	HEAP 12 Month Method Self-Employment Income Tax Calculation Worksheet			Mandatory
LDSS-4998	Rev 1/24	HEAP Qualified Non-Citizen	X		Mandatory
LDSS-5000	Rev 7/22	HEAP Guarantee of Payment Letter		X	Mandatory if using a written guarantee
LDSS-5001	Rev 5/18	HEAP 3 Month Method Rental Income Calculation Worksheet			Mandatory
LDSS-5005	Rev 8/25	HEAP Desk Guide			Optional
LDSS-5043	Rev 5/16	HEAP Vendor Refund Form			Mandatory
LDSS-5044	Rev 3/23	HEAP Cooling Assistance Services Invoice			Mandatory
LDSS-5099	Rev 8/25	HEAP Systems Quick Reference Tool			Optional
PUB 4735	Rev 8/15	Keep the Heat On With HEAP Brochure			Optional
PUB 5007	Rev 5/17	Keep the Heat On With HEAP Poster			Optional
PUB 5182	Rev 4/20	Beat the heat with HEAP! (English/Spanish)			Optional

Please refer to HEAP Manual for proper use of these forms.