

**GENERAL INFORMATION SYSTEM**  
**Center for Employment & Economic Supports**

June 24, 2013

Page: 1

**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 Cooling Assistance  
Component (CAC) Tracking Log

**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 as of Friday, June 21, 2013, entering the number of applications received for the 2012-2013 HEAP Cooling Assistance Component is no longer required. This report will be disabled in e-Reports until such time that the CAC reopens.

If an SSD has any changes in their designee, please provide the HEAP Bureau with the following information for the person or persons that you would like to have access to eReports: (a) name, (b) user ID, (c) email address, (d) phone number, and (e) fax number. Your information can be e-mailed to Emily Maher Cmaylo at [Emily.MaherCmaylo@otda.ny.gov](mailto:Emily.MaherCmaylo@otda.ny.gov). If you have questions, please call your HEAP Bureau liaison at (518) 473-0332.