



Office of Temporary and Disability Assistance

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General Information System (GIS) Message

Section 1

Transmittal:	20 TA/DC 017 Upstate and New York City
Date:	March 17, 2020
To:	Subscribers
Suggested Distribution:	Commissioners, HEAP Coordinators, TA and SNAP Directors
From:	Jeffrey Gaskell, Deputy Commissioner Employment and Income Support Programs
Subject:	HEAP Clean and Tune Flyer (Pub-5157)
Effective Date:	Immediately
Contact Information:	HEAP Bureau at: (518) 473-0332

Section 2

The purpose of this GIS message is to inform social services districts (districts) that effective immediately the New York State Office of Temporary and Disability Assistance (OTDA) Home Energy Assistance Program (HEAP) Bureau has published the HEAP Clean and Tune Flyer (Pub-5157) (Rev 02/20). This publication is available for ordering from OTDA.

The clean and tune flyer is double sided and features English on one side and Spanish on the reverse. No other languages are currently available for ordering. Pub-5157 is posted on the OTDA Intranet website at: http://otda.state.ny.net/ldss_eforms/eforms/5157.pdf and may be downloaded by districts for reproduction locally, depending on print specifications.

Requests for printed copies of Pub-5157 should be submitted to the OTDA, please use [OTDA Form 876 \(PDF\)](#) and email it to: forms.orders@otda.ny.gov. Publications and LDSS forms can also be ordered online by accessing the [Electronic Forms and Publications Online System](#).

Questions concerning ordering forms should be directed to the Bureau of Management Services (BMS) Document service at: (518) 474-9522.