



Office of Temporary and Disability Assistance

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General Information System (GIS) Message

Section 1

Transmittal:	21 TA/DC051 Upstate and New York City
Date:	July 13, 2021
To:	Subscribers
Suggested Distribution:	Commissioners, HEAP Coordinators, TA and SNAP Directors, Staff Development Coordinators
From:	Alison Maura, Director of Temporary Assistance and Home Energy Assistance Programs Employment and Income Support Programs
Subject:	Home Energy Assistance Program (HEAP) Manual
Effective Date:	Immediately
Contact Information:	HEAP Bureau at: (518) 473-0332 or NYSHEAP@ny.gov
Attachments:	Attachment 1: HEAP Manual (Rev 7/1/2021)

Section 2

The purpose of this General Information System (GIS) message is to inform social service districts (districts) that the HEAP Manual has been updated and has a new revision date of 7/1/2021. This revised HEAP Manual supersedes any previous versions. The updated HEAP Manual may be found in Attachment 1 and on OTDA's website at: <https://otda.ny.gov/programs/heap/heap-manual.pdf>.

There are numerous revisions throughout the manual, Notable changes include:

- Formatting for accessibility
- Three new chapters regarding the Clean and Tune benefit

If you have any questions, please contact your HEAP Bureau district liaison.