



# Office of Temporary and Disability Assistance

KATHY HOCHUL  
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## General Information System (GIS) Message

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### Section 1

<b>Transmittal:</b>	22 TA/DC111 Upstate and New York City
<b>Date:</b>	December 21, 2022
<b>To:</b>	Subscribers
<b>Suggested Distribution:</b>	Commissioners, HEAP Coordinators, TA Directors, SNAP Directors, Staff Development Coordinators
<b>From:</b>	Valerie Figueroa, Deputy Commissioner Employment and Income Support Programs
<b>Subject:</b>	2022-2023 Home Energy Assistance Program (HEAP) Emergency Benefit Component Opening
<b>Effective Date:</b>	January 3, 2023
<b>Contact Information:</b>	HEAP Bureau (518) 473-0332 or <a href="mailto:NYSHEAP@otda.ny.gov">NYSHEAP@otda.ny.gov</a>

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### Section 2

The purpose of this GIS is to provide social services districts (districts) with information about the 2022-2023 Home Energy Assistance Program (HEAP) Emergency benefit component. Districts must begin accepting applications for Emergency benefits and may issue guarantees for Emergency benefits on Tuesday, January 3, 2023.

Emergency benefits are available to assist eligible households with a heating emergency or a heat-related domestic emergency. Only one Emergency benefit of each type is available per HEAP household for the 2022-2023 season. Regular component benefits, if available, must be utilized first to resolve heating emergencies for eligible households. Temporary relocation for housing emergencies and propane tank deposits to obtain new propane vendors are also available under the Emergency benefit component.

All applicants for the Emergency benefit component may apply via telephone. Applicants for Emergency benefits must be permitted to apply in person. Applications for the Emergency benefit component may not be submitted online via myBenefits unless otherwise directed by the district.

If an eligible household is without heat, districts must resolve the household's life-threatening emergency within 18 hours of the date of application. If an eligible household faces an imminent loss of heat or utility service to operate a heating source, the crisis emergency must be resolved within 48 hours of the date of application.

To be eligible for an Emergency benefit, applicants must meet all of the following criteria:

- A Regular HEAP benefit must not be available and/or any credit remaining on an account must be insufficient to resolve the applicant’s emergency.
- The applicant must be facing a heating emergency or heat-related domestic emergency:
  - The applicant’s utility service is terminated or scheduled for termination;
  - The applicant’s electric utility service necessary to operate the primary heating equipment is terminated or scheduled for termination;
  - The applicant is without heating fuel or has less than one quarter tank of oil, kerosene, or propane; or less than a ten-day supply of other heating fuels;
  - The applicant requires temporary relocation due to a living situation deemed by the district to be detrimental to the health and/or safety of household members; and/or
  - The applicant is without or has less than one-quarter (¼) tank of propane, their current propane vendor will not make a delivery, and the applicant requires a propane tank deposit with a new propane vendor.
- The applicant must be the customer of record for the utility or deliverable fuel account.
- The applicant household must not have more than \$2,000 (or \$3,000 if the household contains a member aged 60 or older) in available liquid resources.
  - Applicants in receipt of ongoing Temporary Assistance (TA) do not need to be resource tested.

Listed below are the HEAP Emergency benefit types with the benefit amounts for the 2022-2023 program year.

**2022-2023 HEAP Emergency Component Benefits**

<b>Benefit Type</b>	<b>Benefit Amount</b>
Oil, Kerosene, and Propane	\$900
Wood, Wood Pellets, Corn, Coal, or other deliverables	\$635
Natural Gas, Heat Only	\$400
Natural Gas Heat with Domestic Electric	\$585
Electric Heat	\$585
Heat-Related Electric	\$185
Temporary Relocation	Maximum of \$500 per program year
Propane Tank Deposit	Maximum of \$500 per program year

Detailed Emergency eligibility requirements and procedures are outlined in [22-LCM-12](#) released October 21, 2022, and in the [NYS HEAP Manual](#) which can be accessed via [CentraPort](#).

Districts seeking additional information should contact their HEAP Bureau Liaison.