



# Notice of Instruction

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**Notice of Instruction Number: #093019 EHEAP**

**TO:** All PSA 6 EHEAP Providers

**FROM:** Kristina Melling, Senior Program Planner and Q.A. Data Manager

**DATE:** September 30, 2019

**SUBJECT:** 2019 EHEAP Updates

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The purpose of this Notice of Instruction (NOI) is to provide updates related to the Emergency Home Energy Assistance Program (EHEAP) to all PSA 6 EHEAP providers, effective October 1, 2019. The attachments to this notice will further instruct providers on requirements for compliance.

Beginning October 1, 2019, please use the revised EHEAP Application and Eligibility Worksheet (Form 114), which is attached. It has been updated to reflect the revised Department of Economic Opportunity (DEO) Low Income Home Energy Assistance Program (LIHEAP) Poverty Income Guidelines.

Other attachments include the updated EHEAP Application Instructions, LIHEAP Poverty Income Guidelines, LIHEAP Benefits Matrix, and EHEAP Client File Content Checklist (Form 211).

If you anticipate any issues with fully incorporating this NOI into your system effective October 1, 2019, please let your contract manager know.

Thank you for your continued commitment to Florida's elders. Should you have any questions concerning the information provided in this notice, please contact your contract manager. Thank you.

**Attachments:**

EHEAP Application and Eligibility Worksheet  
EHEAP Application Instructions  
LIHEAP Poverty Income Guidelines  
LIHEAP Benefits Matrix  
EHEAP Client File Content Checklist