

# Notice of Instruction

5911 Breckenridge Parkway, Suite F  
Tampa, Florida 33610  
**(813) 740-3888**  
**(800) 336-2226 (FL)**  
**Fax (813) 623-1342**

West Central Florida  
Area Agency on Aging, Inc.



*Assistance. Advocacy. Answers on Aging.*

Notice of Instruction Number: 020607-EHEAP-KP

**TO:** All EHEAP Providers  
**FROM:** Katie Parkinson, Senior Program Manager (Extension 225)  
**DATE:** February 06, 2007  
**SUBJECT:** Revised EHEAP Application  
**cc:** Program Managers

---

This Notice of Instruction provides recent updates to the Emergency Home Energy Assistance Program (EHEAP). The attachments to this notice will further instruct EHEAP providers on requirements for compliance.

Regarding the revised EHEAP Application, annual income limits were updated to conform to the 2007 U.S. Department of Health and Human Services (HHS) Poverty Guidelines issued January 24, 2007. The link to the HHS Poverty Guidelines and Federal Register information is below:

<http://www.aspe.hhs.gov/poverty/07poverty.shtml>

The memorandum from Department of Community Affairs (DCA) includes revised Low Income Home Energy Assistance Program (LIHEAP) poverty guidelines and the LIHEAP FY 2006 – 2007 Allowable and Unallowable Sources of Income chart.

The poverty guidelines were effective January 24, 2007; so please begin using the revised guidelines and revised EHEAP application immediately. Also, it is necessary to adhere to the memorandum provided by DCA.

Thank you for your continued commitment to Florida's elders. Should you require additional information, please contact your program manager.

Attachments

This fax transmission is privileged and confidential information. It is intended only for the individual(s) named above. If the receiver of this message is not the intended recipient, or the employee or agent responsible for delivering it to intended recipient, BE ADVISED THAT ANY DISSEMINATION, DISTRIBUTION OR COPYING OF THIS COMMUNICATION IS STRICTLY PROHIBITED. If you have received this communication in error, please immediately notify us by telephone.

A PRIVATE NON-PROFIT CORPORATION FUNDED IN PART BY THE FEDERAL OLDER AMERICANS ACT & STATE  
GENERAL REVENUE THROUGH THE DEPARTMENT OF ELDER AFFAIRS.