

**Revised Instructions for the *LIHEAP Household Report Long Form for FY 2015*
Regarding the Counting and Reporting of Households that Received
LIHEAP Nominal Benefits**

Division of Energy Assistance/OCS/ACF

March 30, 2016

This constitutes revisions to the November 2015 instructions for the *LIHEAP Household Report Long Form for FY 2015*.

PAGE 3 OF THE ORIGINAL INSTRUCTIONS:

Households receiving a reduced LIHEAP benefit of \$50 or less are not to be included with the heating assistance data. Instead, include households that received a reduced LIHEAP benefit in line 7 in Section I. The number of such households will be included in a footnote for the relevant states in the annual *LIHEAP Report to Congress*.

PAGE 3 OF THE REVISED INSTRUCTIONS:

Nominal benefits apply to those LIHEAP recipient households that received benefits from the Supplemental Nutrition Assistance Program (SNAP). Count only those SNAP households that received a LIHEAP benefit payment that deviates from the state's regular payment matrix because the household has a minimal energy burden. In other words, only states that have a separate LIHEAP payment amount for SNAP recipient households need to report those households as nominal payment households. Report the count of SNAP households that received a reduced LIHEAP benefit in line 7 in Section I. The number of such count households will be included in a footnote for the relevant states in the annual LIHEAP Report to Congress.

Other types of small benefit amounts that are part of the state's LIHEAP payment matrix or targeting other populations should not be included in the count of nominal payment households.

PAGE 4 OF THE ORIGINAL INSTRUCTIONS:

Beginning with the data for FY 2015, states are to report in Section I the following new or revised data elements:

- number of households receiving bill payment assistance; (Section I, item 6)
- number of households receiving nominal benefits \$50 or less; (Section I, item 7)

PAGE 4 OF THE REVISED INSTRUCTIONS:

Beginning with the data for FY 2015, states are to report in Section I the following new or revised data elements:

- number of households receiving bill payment assistance ; (Section I, item 6)
- number of SNAP households receiving nominal benefits; (Section I, item 7)

PAGE 9 OF THE ORIGINAL INSTRUCTIONS:***Number of Households Receiving Bill Payment Assistance (Item 6)***

Count those households that received LIHEAP “bill payment assistance” in FY 2015. Please report an unduplicated count of those households that received any type of bill payment assistance, defined as any LIHEAP benefits used to pay a share of household energy bills and utility deposits. This includes heating (line 1), cooling (line 2), and crisis (line 3a, line 3b, line 3c, and other cash benefits of \$50 or greater).

Households that should NOT be counted in this item include:

- Households receiving only LIHEAP weatherization assistance or energy-related home repair (e.g. heating or cooling equipment repair or replacement) and
- Households receiving nominal benefits (\$50 or less)

Number of Households Receiving Nominal Payment Assistance (Item 7)

Count those households that received Nominal Payment assistance of \$50 or less, including those households that received assistance as part of a partnership with the Supplemental Nutrition Assistance Program (SNAP). This is often referred to as the "Heat or Eat" or "Cool or Eat" Program.

Please include a note that indicates the amount of the nominal benefit per household in the notes section of the Form.

PAGE 9 OF THE REVISED INSTRUCTIONS:***Number of Households Receiving Bill Payment Assistance (Item 6)***

Count those households that received LIHEAP “bill payment assistance” in FY 2015. Please report an unduplicated count of those households that received any type of bill payment assistance, defined as any LIHEAP benefits used to pay a share of household energy bills and utility deposits. This includes heating (line 1), cooling (line 2), and crisis (line 3a, line 3b, line 3c, and other cash benefits).

Households that should NOT be counted in this item include:

- Households receiving only LIHEAP weatherization assistance or energy-related home repair (e.g. heating or cooling equipment repair or replacement) and
- SNAP households receiving LIHEAP nominal benefits.

Number of Households Receiving Nominal Payment Assistance (Item 7)

Count those households that received nominal LIHEAP benefits as part of a partnership with the Supplemental Nutrition Assistance Program (SNAP). This is often referred to as the "Heat or Eat" or "Cool or Eat" Program.

Please include a note that indicates the amount of the nominal benefit per household in the notes section of the Form.