



OFFICE OF POLICY, PROCEDURES, AND TRAINING

POLICY BULLETIN #22-50-ELI

2021-2022 HEAP EMERGENCY BENEFIT CLOSING DATE

Date: July 21, 2022	Subtopic(s): HEAP
	<p>The purpose of this policy bulletin is to inform Job Center, Non-Cash Assistance (NCA) Supplemental Nutrition Assistance Program (SNAP) Center, HIV/AIDS Services Administration (HASA), and Home Energy Assistance Program (HEAP) staff that the HEAP Emergency benefit component has ended on July 20, 2022. This policy bulletin is informational for all other staff.</p> <p>Staff must continue to accept applications for first, second, and third HEAP Emergency benefits through close of business (COB) on July 20, 2022. Mail-in applications postmarked on or before July 20, 2022 meet the deadline and must be processed.</p> <p>All applications for HEAP Emergency benefits received after the COB on July 20, 2022, must be denied in the HEAP system using code 22 (Your household’s HEAP application was received after the program closing date for this HEAP year).</p> <p>All HEAP Emergency benefit applications must be processed in accordance with PD #21-01-ELI, GIS 22 TA/DC071, 21-LCM-18, and the New York State HEAP Manual.</p> <p>Individuals seeking energy assistance after COB on July 20, 2022, must be referred to Cash Assistance (CA).</p> <p>Staff may utilize Family Assistance (FA), Safety Net Assistance (SNA), Emergency Assistance to Needy Families with Children (EAF), Emergency Safety Net Assistance (ESNA), or Emergency Assistance for Adults (EAA) to meet a household’s energy needs including a utility (natural gas or electricity) or non-utility (other than natural gas or electricity) energy emergency.</p> <p><i>Effective Immediately</i></p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call 718-557-1313 then press 3 at the prompt followed by 1 or
send an e-mail to *FIA Call Center Fax* or fax to: (917) 639-0298

References:

[GIS 22 TA/DC071](#)
[21-LCM-18](#)
[New York State HEAP Manual](#)

Related Item:

[PD #21-01-ELI](#)