

Topics in this issue

Policies and Procedures: Happy New Year; FFY17 changes in EAP benefits; *FFY17 EAP Benefit Matrices* in eHEAT Monday; Fully executed FFY17 EAP grant contract packages sent; Reporting on FFY16 Assurance 16 activities; A16 Allocations & Financial Reporting; *Expenditure Detail Report* is on the web

Notices: None

Policies and Procedures



Happy New Year

FFY17 EAP officially begins Monday, October 3, 2016. Thank you all for the industrious and rewarding work you do to provide EAP to households in your communities. Even though EAP Service Providers have been receiving applications for almost a month now, October 3 marks a shift in program activities. The following describes the FFY17 program changes and the start of program services.

FFY17 changes in EAP benefits

EAP has the opportunity to increase benefits given anticipated levels of program demand and funding. EAP is able to implement the following benefit increases for FFY17:

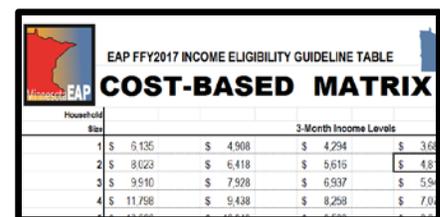
- **Primary Heat average** benefit increase from \$500 to \$530
- **Minimum Primary Heat** benefit increase from \$100 to \$200
- **Available Crisis** benefit increase from \$500 to \$600

While some households no longer need assistance due to the improved economic and employment conditions, many lower income households did not benefit from these economic changes. Those households continue to need assistance from EAP to stay safe and warm. The planned benefit changes will provide long overdue increases to help those households.

These changes will be communicated by Commerce to EAP stakeholders, but we thank Service Providers in advance for spreading the word to the households, energy vendors and organizations that they work with daily.

FFY17 EAP Benefit Matrices in eHEAT Monday

On Monday, October 3, 2016, Service Providers may begin to determine eligibility and use ERR funds in eHEAT. Service Providers will be able to determine eligibility and manage 'Pending Obligation' payments for Primary Heat. The *FFY2017 Income Eligibility Guideline Tables: Cost-Based Matrix* and *Back-up Matrix* will be sent Friday via A Spark.



Household Size	3-Month Income Levels			
	\$	\$	\$	\$
1	6,135	4,908	4,294	3,680
2	8,023	6,418	5,615	4,831
3	9,910	7,928	6,937	5,941
4	11,798	9,438	8,259	7,051

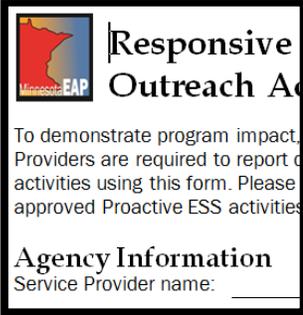
Service Providers should also let energy vendors know they will see 'Pending Obligation' payments for Primary Heat. Service Providers are also required to enter Crisis events as they are requested from households to be able to process them when FFY17 funds arrive.



Fully executed FFY17 EAP grant contract packages sent

Approved and signed contract packages were sent to EAP Service Providers on Friday, September 23, 2016. The first business day of FFY2017 is Monday, October 3, 2016.

Reporting on FFY16 Assurance 16 activities

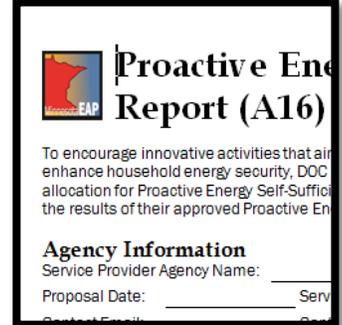


Responsive Outreach Act

To demonstrate program impact, Providers are required to report on activities using this form. Please report approved Proactive ESS activities.

Agency Information
Service Provider name: _____

Service Providers must complete and submit their FFY16 Responsive Energy Self-Sufficiency and Outreach Reports (Appendix 9C) by the end of the day October 14, 2016. Any Service Providers with an approved Proactive Energy Self-Sufficiency Plan must also submit a completed Proactive Energy Self-Sufficiency Report (Appendix 9B) by October 14, 2016. The reports are available on the Commerce website.



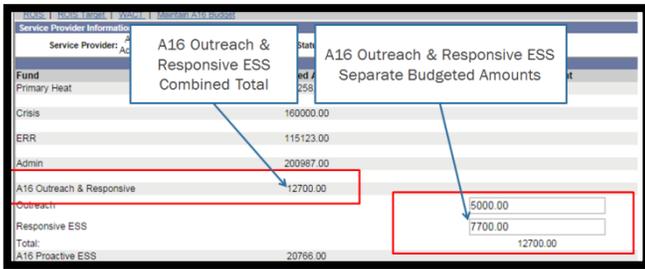
Proactive Energy Self-Sufficiency Report (A16)

To encourage innovative activities that aim to enhance household energy security, DOE has allocated funding for Proactive Energy Self-Sufficiency. Report the results of their approved Proactive Energy Self-Sufficiency Plan.

Agency Information
Service Provider Agency Name: _____
Proposal Date: _____ Serv _____
Contract Number: _____

A16 Allocations & Financial Reporting

Reminder: Service Providers must enter their budgeted amounts for Responsive ESS and Outreach in eHEAT prior to submitting October FSRs for FFY17.



Category	Amount
Crisis	160000.00
ERR	115123.00
Admin	200987.00
A16 Outreach & Responsive	12700.00
Outreach	5000.00
Responsive ESS	7700.00
Total	12700.00
A16 Proactive ESS	20766.00

Expenditure Detail Report is on the web

The [Expenditure Detail Report](#) is one of the documents for the final closeout package due on Tuesday, November 1, 2016. This form is available on the EAP [Toolkit](#). Assurance 16 expenditures are aggregated and are reported separately by A16 component.