

## Special Information for Oil and/or Kerosene Heaters

As an oil and/or kerosene heating customer, in order to receive a HEAP grant, you must choose a vendor who participates in the HEAP Program. This is because participating vendors have agreed to charge you a discounted price for oil and/or kerosene which will let you buy more fuel with your HEAP grant.



## GET ENERGY SMART!

In addition to a HEAP grant, there are other simple steps you can take to stay warm and help manage your fuel bills this winter:

- Ask your heating fuel dealer about payment and price protection plans that they may offer.
- Avoid delivery fees. Waiting until the last minute to order more fuel may end up costing you an extra fee of \$100.00 or more for an emergency or “off cycle” delivery. This is money that could have been used to buy more fuel to heat your home.
- Lower your thermostat at night before you go to bed and then raise it again when you get up in the morning.
- Use caulking or weather stripping to seal openings around doors, windows, and kitchen and dryer vents. If you can feel a draft, cold air is leaking in, and you’re losing energy. Sealing your home will also make you more comfortable.
- Don’t heat the great outdoors! Keep windows closed and dress warmly.
- Keep your thermostat only as high as you need to. Each degree that you lower your thermostat will save you energy and money. The better you’ve sealed up your home, the lower you should be able to keep your thermostat and still be comfortable.
- Turn down the thermostat on your hot water heater.
- Turn off lights and other appliances when not in use.

For information on programs that could help make your energy costs more affordable, please visit the New York State Energy Research and Development Authority website at [www.getenergysmart.org](http://www.getenergysmart.org)

If your home is in need of weatherization services, please contact the New York State Department of Housing and Community Renewal at 518-474-5700 or visit: [www.nysdhcr.gov/Publications/HousingInformationSeries/hiswap.htm](http://www.nysdhcr.gov/Publications/HousingInformationSeries/hiswap.htm)



## Keep the Heat On With HEAP

### Your Home Energy Assistance Program

HEAP (Home Energy Assistance Program) helps low-income people pay for their heating bills. If your bills are more than you can handle, HEAP may be able to help you heat your home...

For more information  
on the HEAP program  
call Toll-Free Hotline:  
1-800-342-3009  
Or Visit  
[www.otda.state.ny.us](http://www.otda.state.ny.us)  
and click on  
“Resources for Working Families”

Quickly check your eligibility for a wide  
range of work supports at  
[www.myBenefits.ny.gov](http://www.myBenefits.ny.gov)



State of New York  
David A. Paterson, Governor

New York State  
Office of Temporary and  
Disability Assistance  
[www.otda.state.ny.us](http://www.otda.state.ny.us)

Pub-4735 (Rev. 05/09)

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## Your Home Energy Assistance Program

# HEAP

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## HEAP may help you pay for:

- Electricity
- Gas
- Oil
- Coal
- Propane
- Wood/Wood Pellets
- Kerosene
- Corn



## You May be Eligible for a Regular HEAP Benefit if:

- You are a United States Citizen or a qualified alien and
- Your income is at or below the current income guidelines for your household size or
- You receive Food Stamps
- You receive Temporary Assistance (Safety Net or Family Assistance)
- You receive Code A Supplemental Security Income (SSI Living Alone)



## How Do You Apply?

There are many agencies that are available to assist you with the application process if you want help.

- You can apply at your local department of social services or at many local community organizations.
- If you are over 60 years of age or older you may also be able to apply at your local office for the aging or you may apply by mail.
- If you are disabled or your work schedule makes it impossible for you to go to an agency to apply, you can send a friend, relative, or power of attorney to apply for you. This person will be your authorized representative and will need to bring all the necessary documents needed to process your application. You will need to include a note that says they are allowed to apply for you.

For more information you can also call 1-800-342-3009.



HEAP benefit amounts will vary depending on your household income and may be available even if your heat is included in your rent.

You may also be eligible for a regular HEAP benefit even if you have money in the bank, stocks, bonds or other resources.



## What do You Bring With You When You Apply?

- A copy of your current rent, lease or mortgage receipt and
- A current fuel and/or utility bill or a statement from your landlord that your heat and/or utilities are included in your rent.

You will also need proof of the total current monthly income for all the members in your household for the month that you apply. Your proof may include:

- Pay stubs for the previous 4 weeks
- Unemployment insurance benefits book
- Bank book, interest or dividend statements
- Copies of Social Security or pension checks or direct deposit statements
- Business statements if you are self employed

You will also need to bring one of the following for each person in your household:

- Birth or marriage certificates
- School or baptismal records
- Social Security Cards
- Driver's licenses

## What if You Have an Energy Emergency?

If you have an energy related emergency such as a power shut-off notice or less than a quarter tank/ten day supply of heating fuel, you can apply for a HEAP emergency benefit at your local department of social services. A HEAP emergency benefit is in addition to your regular HEAP benefit.

## To Be Eligible for a HEAP Emergency Benefit:

- Your income is at or below the current income guidelines or you receive Family Assistance, Safety Net Assistance, Food Stamps or Code A Supplemental Security Income or
- Your natural gas or electric heat is off or scheduled to be shut-off or
- If you are out of or in danger of running out of fuel (oil, kerosene, propane, wood or coal) or
- Your electricity is necessary for your heating system to work and is either shut-off or scheduled to be shut-off.

And....

- The heating and/or electric bill is in your name and
- Your dwelling is your primary residence and you are currently residing in the dwelling at the time of your application and
- You do not have money to meet the emergency.

