

Grantee Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

The *LIHEAP Household Report-Short Format* is for use by all direct-grant Indian tribes and tribal organizations. The *LIHEAP Household Report-Short Format* also is for use by insular areas (with the exception of the Commonwealth of Puerto Rico). This report provides data on LIHEAP **assisted** households for Federal Fiscal Year (FFY) 2012, the period of October 1, 2011 - September 30, 2012. The Report consists of the Recommended Short Format for Assisted Households below. As the reported data are aggregated, the information in this report is not considered to be confidential.

Both the Recommended Short Format (the Excel file name is **hhsrptin.xls**) and the instructions on completing the *LIHEAP Household Report-Short Format* (the Word file name is **hhrptins.doc**) can be downloaded at the Forms section of the Office of Community Services LIHEAP web site at: [www.acf.hhs.gov/programs/ocs/liheap/grantees/forms.html#household\\_report](http://www.acf.hhs.gov/programs/ocs/liheap/grantees/forms.html#household_report)

The spreadsheet is page protected in order to keep the format uniform. The items requiring a response are not page protected. However, other areas of the spreadsheet can not be modified.

#### RECOMMENDED SHORT FORMAT FOR LIHEAP ASSISTED HOUSEHOLDS

##### REQUIRED DATA

Type of assistance	Number of assisted households
Heating	
Cooling	
Winter/year round crisis	
Summer crisis	
Weatherization	

**Note:** Include any notes below for (indicate which type of assistance the note is referencing).