

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
1	Program Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
2	Grantee Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
3	Report Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
4	Report Period:	If incorrect, click on the Report Selection link at the top of the page to return to a previous screen to make corrections or changes.
5	Report Status:	Reports marked as "Saved with Warning" or "Saved and Validated" may be processed, but those marked as "Saved with Errors" need corrective action.
6	Section Status:	Indication of each section's status within the OLDC system.
7	Initialized	Status Definition: Initialized - A new report form has been created but has not yet been saved.
8	Edit-Saved	Status Definition: Edit - Saved. The Report Form will display one of three status. 1. Saved. The report form is saved. 2. Saved -- with Errors. The report form is saved and validated but there are errors on the saved form. The errors must be corrected and Validated again. 3. Saved -- with Warnings: The report form is saved and validated and there are some allowable errors on the saved form.
9	Validated	Status Definition: Validated. The report form has been validated (i.e., calculations, required fields, and data accuracy are checked), and there are no errors on the saved form. The Form may now be Certified. The Report Status will be "Saved -- Validated".
10	Certified	Status Definition: Certified. The Report Form will display one of two status. 1. Certified. The report form has been signed by an authorizing official but has not yet been submitted to ACF. 2. Certified -- with Warnings. The report form has been signed by an authorizing official but has not yet been submitted to ACF. Also, the report form is saved and validated (i.e., calculations, required fields, and data accuracy were checked), and there are some errors on the saved form. However, these errors are allowable by ACF and the report may still be submitted.
11	Submitted	Status Definition: Submitted. The report form has been certified (signed) and sent to ACF or Submitted with Warnings: The report form has been certified (signed) and sent with warnings that are allowable by ACF.
12	In Review	Status Definition: In Review. Regional or Central Office is reviewing the report and can no longer be edited by the grantee.
13	C/O Approved	Status Definition: C/O Approved. The report form has been accepted by the Central Office and is no longer editable by the grantee.
14	Grantee Name	Grantee Name

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
15	Date	Date
16	Telephone Number	Telephone Number
17	Contact Person	Contact Person
18	Email Address	Email Address
19	HERE	<a href="http://www.acf.hhs.gov/programs/ocs/resource/funding-applications">http://www.acf.hhs.gov/programs/ocs/resource/funding-applications</a>
20	All Possible Funding Sources	All Federal funds available for LIHEAP for this Federal Fiscal Year (FFY) are listed in Section III. The amounts of most of these funds are pre-populated by HHS
21	ALL OF FFY	All Federal funds available for LIHEAP for this Federal Fiscal Year (FFY) are listed in Section III. The amounts of most of these funds are pre-populated by HHS
22	A. All Funds Except Leveraging Incentive Awards ( Items 1 - 8 )	A All Funds Except Leveraging Incentive Awards ( 1 - 8 )
23	1. FFY LIHEAP Block Grant Allotment ( Net of Indian Tribal Set-Asides)	LIHEAP block grant allotment, net of any applicable set-asides to Indian Tribes/Tribal Organizations. Block grant allotments may only be used for purposes specified in the LIHEAP statute (Low-Income Home Energy Assistance Act, Title XXVI of Public Law 97-35, as amended) and in the HHS block grant regulations (45 CFR 96). This cell is pre-populated by HHS and not available for editing.
24	2. FFY Emergency Contingency Funds ( Net of Indian Tribal Set-Asides)	Grantees may use these contingency funds for any purpose authorized under LIHEAP, including heating assistance, crisis assistance, weatherization, administrative costs, and carryover, subject to normal LIHEAP restrictions. Grantees should add these funds to their regular FFY block grant funds to determine limits on weatherization, administration and planning costs, and Assurance 16 activities. This cell is pre-populated by HHS and not available for editing.
25	3. LIHEAP Block Grant Funds Reallotted to FFY	LIHEAP block grant reallotment, net of any applicable set-asides to Indian Tribes/Tribal Organizations. This cell is pre-populated by HHS and not available for editing.
26	4. Previous FFY Unobligated Emergency Contingency Funds, not Subject to 10% Carryover Limit	Unobligated Emergency Contingency Funds carried over from the previous FFY. This cell is pre-populated by HHS and available for editing if the funding source is applicable for the FFY
27	5. Reserved	Previous FFY Unobligated Leveraging Incentive Award Funds. State's FFY 2013 Leveraging Incentive Award Funds obligated in FFY 2014
28	6. All Funds Carried Over From Previous FFY (except Funds in item 4 and 10 in this Section)	Please indicate the amount of funds carried over from the previous Federal Fiscal Year. Section 8626(b)(2)(B) of the LIHEAP statute provides that a LIHEAP grantee may request that up to 10 percent of its "funds payable" (i.e., LIHEAP block grant, emergency contingency funds, and oil overcharge funds designated for LIHEAP) be held available for the next fiscal year. This cell is pre-populated by HHS and available for editing.

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
29	7. Petroleum Violation Escrow (Oil Overcharge) Funds Obligated in FFY	Please indicate the amount of P.V.E. funds obligated in the FFY. The Secretary of Energy distributed these funds in the 1980s as "Warner amendment," Exxon, and Stripper Well funds or other oil overcharge distributions such as Diamond Shamrock or AMOCO. Such funds are considered to be Federal LIHEAP funds once designated by a LIHEAP grantee for LIHEAP.
30	8. FFY Residential Energy Assistance Challenge (R.E.A.Ch.) Program	The Human Services Amendments of 1994 (Public Law 103-252) added Section 2607B to the LIHEAP statute, establishing the Residential Energy Assistance Challenge Program (REACH). REACH is designed to help low income households reduce their energy vulnerability. REACH funding is available in amounts up to \$350,000 for States, and up to \$50,000 for Tribes/Tribal Organizations and Territories. In addition, successful REACH applicants that also submit Energy Efficiency Education Services (EEES) proposals may be awarded additional funds up to \$35,000 for States and up to \$10,000 for Tribes/Tribal Organizations and Territories for those additional education services. This cell is pre-populated by HHS and not available for editing.
31	B. Leveraging Incentive Award ( Items 9 - 10 )	Leveraging Incentive Award. (Items 9-10)
32	9. FFY Leveraging Incentive Award	Leveraging incentive award funds obligated in the next Federal Fiscal year, if any. This program provides supplementary funds to LIHEAP grantees that acquire non-federal home energy resources for low income households. Leveraging incentive funds are awarded to those grantees that use their own or other non-Federal resources to expand the effect of the Federal LIHEAP dollars. The leveraging incentive funds are not subject to the 10% carryover limit for regular block grant funds. This cell is pre-populated by HHS and not available for editing.
33	10. Previous FFY Leveraging Incentive Award obligated in FFY	Leveraging incentive award funds from the previous FFY, if any. This program provides supplementary funds to LIHEAP grantees that acquire non-federal home energy resources for low income households. Leveraging incentive funds are awarded to those grantees that use their own or other non-Federal resources to expand the effect of the Federal LIHEAP dollars. The leveraging incentive funds are not subject to the 10% carryover limit for regular block grant funds. This cell is pre-populated by HHS and available for editing.
34	C. Estimated Total Sources of Funds (Items 1-10)	Estimated Total Sources of Funds (Items 1-10)
35	11. Sum of Items 1-10. This should equal the sum in Section IV, Item 15.	This is a locked and calculated cell to indicate the total sources of all Federal funds available for LIHEAP for the Federal Fiscal Year. This total should equal the sum of Total Uses of Funds in Section IV. C. 15. Please note that this calculated sum will not update until the form is validated.
36	ALL OF FFY	All Federal funds available for LIHEAP for this Federal Fiscal Year (FFY) are listed in Section III. The amounts of most of these funds are pre-populated by HHS

*Popup instructions for Module 1 (Grantee Survey)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
37	All Possible Uses of Funds	<p>“Uses of Funds” represent a grantee’s obligation, not expenditure, of funds. (In some cases, obligated LIHEAP funds are not actually expended until after the end of the Federal Fiscal Year (FFY)). Include information on all funds/awards that were obligated for use in LIHEAP or that were obligated in or carried over to the next Federal Fiscal Year. LIHEAP block grant funds that were not obligated by the end of the FFY are to be reported as funds carried over to the next FFY.</p> <p>NOTE: The term “obligation” is as each grantee defines it. The obligation of LIHEAP funds is based on a grantee’s budgetary planning process, and may change over the course of the FFY. Expenditure of funds represents the funds paid out for LIHEAP, and is reconciled when a grantee closes out its LIHEAP program for each FFY in accordance with the Single Audit Act (31 U.S.C. 7501 et seq.).</p>
38	Total Funds / Awards Funds	Indicate the amount obligated for each type of assistance and the amounts for other allowable activities for the Federal Fiscal Year.
39	Average Household Benefit	Indicate the average benefit amount for households assisted during the entire Federal Fiscal Year for each type of assistance provided by the grantee. This is not requested for weatherization assistance because of the wide variety of allowable activities among the grantees.
40	Maximum Annual Dollar Income for 4-person Household as of	<p>For each type of assistance provided, list the maximum annual or annualized dollar income cutoff for a 4-person household that was in effect at the beginning of the Federal Fiscal Year (FFY). If the grantee used a higher dollar income cutoff for a specific group of households (such as elderly households) and a lower dollar income cutoff for everyone else, report the lower of the two income cutoffs. Indicate in the Notes section what the higher income cutoff is and to which specific group(s) it applies.</p> <p>Note: The maximum dollar income cutoff for a 4-person household is required by the statute to be at or above 110 percent of the HHS Poverty Guidelines, as of the beginning of the FFY.</p>

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
41	A Type of LIHEAP Assistance (Items 1-4)	<p>Indicate the amount of funds used for low-cost residential weatherization or other-energy-related home repairs, if any. In the past, some grantees have reported LIHEAP and Department of Energy (DOE) weatherization funds together. Please exclude DOE weatherization assistance funds in your response to Section IV. Estimated Uses of LIHEAP Funds, Weatherization Assistance Benefits, (IV. A. 4). Also exclude the cost of administering the LIHEAP weatherization assistance component.</p> <p>Note: Section 2605(k) of the LIHEAP statute limits the amount of LIHEAP funds that may be spent on low-cost weatherization or other energy-related home repair to 15 percent of the greater of the funds allotted or the funds available to a State. The use of leveraging funds for weatherization does not count towards the percent limit on the use of LIHEAP funds for weatherization. Under certain conditions, HHS may grant a waiver that raises this limit to 25 percent. If the grantee received a waiver from HHS to use up to 25 percent of the funds for weatherization assistance, please indicate this information in the "Notes" section at the bottom of this form.</p>
42	1. Heating Assistance Benefits	<p>Indicate the amount of funds used to provide heating assistance benefits. Exclude the cost of administering the heating assistance component. If applicable, include a note that indicates if the benefits include funds for other non-crisis assistance (please describe such assistance).</p> <p>Note: Given that all grantees operate a heating assistance program, grantees are required to submit data for Section IV. A. 1</p>
43	2. Cooling Assistance Benefits	<p>Indicate the amount of funds used to provide cooling assistance benefits, if any. Exclude the cost of administering the cooling assistance component. If applicable, include a note that indicates if the benefits include funds for other non-crisis assistance (please describe such assistance).</p>

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
44	3. Crisis Benefits by Type	<p>In this section, indicate the total amount of crisis assistance benefits broken out by each applicable type of crisis assistance listed: winter crisis, summer crisis, year-round crisis (i.e., crisis programs that operate 10-12 months during the Federal Fiscal Year), and other crisis benefits (such as responses to area-wide weather and supply-shortage emergencies declared by a public official, an emergency furnace repair/replacement program that is separate from the regular winter crisis assistance program, etc). If applicable, briefly describe the “other” category, e.g., emergency furnace repairs. Exclude the cost of administering the crisis assistance component.</p> <p>Please note that this calculated sum will not update until the form is validated.</p> <p>Also, this section would include funds to provide Supplemental Nutrition Assistance Program (SNAP) households with a relatively small LIHEAP payment to increase the amount of SNAP benefits that they receive. Typically, such payments are called “heat or eat” and/or “cool or eat.” Please add a note to indicate how much of the regular assistance funds include other non-crisis assistance funds. A corresponding note would also need to be included in the LIHEAP Household Report.</p>
45	a. Winter Crisis Benefits	Indicate the amount of funds used to provide Winter Crisis benefits, if any. Exclude the cost of administering the Winter Crisis component. If applicable, include a note that indicates any special cases for Winter Crisis funding.
46	b. Summer Crisis Benefits	Indicate the amount of funds used to provide Summer Crisis benefits, if any. Exclude the cost of administering the Summer Crisis component. If applicable, include a note that indicates any special cases for Summer Crisis funding.
47	c. Year-Round Crisis Benefits	Indicate the amount of funds used to provide Year-round Crisis benefits, if any. Exclude the cost of administering the Year-round Crisis component. If applicable, include a note that indicates any special cases for Year-round Crisis funding.

*Popup instructions for Module 1 (Grantee Survey)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
48	d. Other Crisis Benefits:	<p>Indicate the total amount of other crisis benefits, such as responses to area-wide weather and supply-shortage emergencies declared by a public official, an emergency furnace repair/replacement program that is separate from the regular winter crisis assistance program, if any. For each category that applies, please briefly describe the type of benefit in the field provided. For each category that applies, exclude the cost of administering the crisis assistance component.</p> <p>Please note that this calculated sum will not update until the form is validated.</p> <p>Also, this section would include funds to provide Supplemental Nutrition Assistance Program (SNAP) households with a relatively small LIHEAP payment to increase the amount of SNAP benefits that they receive. Typically, such payments are called "heat or eat" and/or "cool or eat." Please add a note to indicate how much of the regular assistance funds include other non-crisis assistance funds. A corresponding note would also need to be included in the LHEAP Household Report.</p>
49	(1) Specify:	<p>A State may have used LIHEAP funds to provide "other LIHEAP assistance" as described in its State's LIHEAP Plan for FY 2014. For the most part, this would include "other crisis assistance," such as furnace or air conditioner repairs. Such information would be included in items 3a. (3c. under) Total Crisis Benefits (item A.3). Other LIHEAP funds may have been used for non-crisis assistance/regular benefits, e.g., Supplemental Nutrition Assistance Program (SNAP) households that were provided a relatively small LIHEAP payment to increase the amount of SNAP benefits that they received (commonly referred to as heat or eat, or cool or eat programs). Add a note to indicate how much of the regular assistance funds include other non-crisis assistance funds. A corresponding note would also need to be included in the LHEAP Household Report for FY 2014.</p>
50	(2) Specify:	<p>A State may have used LIHEAP funds to provide "other LIHEAP assistance" as described in its State's LIHEAP Plan for FY 2014. For the most part, this would include "other crisis assistance," such as furnace or air conditioner repairs. Such information would be included in items 3a. (3c. under) Total Crisis Benefits (item A.3). Other LIHEAP funds may have been used for non-crisis assistance/regular benefits, e.g., Supplemental Nutrition Assistance Program (SNAP) households that were provided a relatively small LIHEAP payment to increase the amount of SNAP benefits that they received (commonly referred to as heat or eat, or cool or eat programs). Add a note to indicate how much of the regular assistance funds include other non-crisis assistance funds. A corresponding note would also need to be included in the LHEAP Household Report for FY 2014.</p>

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
51	(3) Specify:	<p>A State may have used LIHEAP funds to provide “other LIHEAP assistance” as described in its State’s LIHEAP Plan for FY 2014. For the most part, this would include “other crisis assistance,” such as furnace or air conditioner repairs. Such information would be included in items 3a. (3c. under) Total Crisis Benefits (item A.3). Other LIHEAP funds may have been used for non-crisis assistance/regular benefits, e.g., Supplemental Nutrition Assistance Program (SNAP) households that were provided a relatively small LIHEAP payment to increase the amount of SNAP benefits that they received (commonly referred to as heat or eat, or cool or eat programs). Add a note to indicate how much of the regular assistance funds include other non-crisis assistance funds. A corresponding note would also need to be included in the LIHEAP Household Report for FY 2014.</p>
52	4. Weatherization Assistance Benefits	<p>Indicate the amount of funds used for low-cost residential weatherization or other-energy-related home repairs, if any. In the past, some grantees have reported LIHEAP and Department of Energy (DOE) weatherization funds together. Please exclude DOE weatherization assistance funds in your response to Section IV. Estimated Uses of LIHEAP Funds, “Weatherization Assistance Benefits”, (IV. A. 4). Also exclude the cost of administering the LIHEAP weatherization assistance component.</p> <p>Note: Section 2605(k) of the LIHEAP statute limits the amount of LIHEAP funds that may be spent on low-cost weatherization or other energy-related home repair to 15 percent of the greater of the funds allotted or the funds available to a State. The use of leveraging funds for weatherization does not count towards the percent limit on the use of LIHEAP funds for weatherization. Under certain conditions, HHS may grant a waiver that raises this limit to 25 percent. If the grantee received a waiver from HHS to use up to 25 percent of the funds for weatherization assistance, please indicate this information in the “Notes” section at the bottom of this form</p>



*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
53	Bill Payment-Assisted Household Main Fuel	<p>Average Annual Main Heating Fuel Bill Data: Line B4 requires grantees to report the average annual main heating fuel bill for those households who have 12 consecutive months of main fuel and electric bill data (as reported in B1). To report this data, grantees will need to collect complete annual bill information (12 consecutive months) from each bill payment-assisted household's main fuel vendor. This data includes all required customer payments, such as monthly service charge, usage charge, and taxes. However, expenditures should exclude optional charges such as appliance repair contracts, equipment purchases, and other special services.</p> <p>There may be variation among grantee timeframes for collecting 12 consecutive months of billing histories. For example, many grantees find it optimal to collect bill data from vendors at the end of the program year (e.g., request made to vendors in October 2015 for customer bill data from October 2014 through September 2015). However, other grantees collect customer bill data from vendors at the time of LIHEAP intake - which may result in 12 consecutive months of billing data that falls across more than one program year. States may consider alternative timeframes for obtaining 12 consecutive months of billing history, as long as methods are consistent and approved by OCS.</p>
54	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)
55	All Households	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)
56	Electricity	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)
57	Natural Gas	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)
58	Fuel Oil	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)
59	Propane	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)
60	Other Fuels	All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)
61	5. Average Annual Total LIHEAP Benefit per Household (including Heating, Cooling, Crisis, Supplemental Benefits)	Average Annual Total LIHEAP Benefit per Household (including Heating, Cooling, Crisis, Supplemental Benefits). Report for all households with 12 consecutive months of bill data for both the main fuel and electricity. Do not include equipment repair and replacement or weatherization assistance. This data should only reflect financial bill payment assistance.
62	B. Other Permitted Uses of LIHEAP Funds ( Items 6 - 14 )	Other Permitted Uses of LIHEAP Funds
63	6. Nominal Payments	Include only those households that receive a LIHEAP benefit payment that deviates from the state's regular payment matrix because the household is a SNAP recipient and has a minimal energy burden.

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
64	7. FFY Unobligated Funds (excluding funds in Items 8 & 9) Carried Over to next FFY	Please update this amount as necessary. If money was returned to HHS due to LIHEAP statute limits, please indicate so in the "Notes" field at the bottom of this form. Note: Section 2607(b)(2)(B) of the LIHEAP statute limits to 10 percent of the amount of "all funds except leveraging incentive awards" that may be carried over from one FFY for obligation in the following FFY. The statute requires that 90 percent of the amount payable must be obligated in the FFY in which the funds are awarded.
65	8. FFY Allowable Unobligated Emergency Contingency Funds, not Subject to 10% Carryover Limit, Obligated in next FFY	Indicate FFY unobligated emergency contingency funds obligated in the next FFY, if any. Please note any special circumstances in the "Notes" field at the bottom of the form.
66	9. FFY Leveraging Incentive Award Obligated in next FFY	Indicate FFY leveraging incentive award funds obligated in the next FFY, if any. Section 96.87(k) of the HHS block grant regulations provides that leveraging incentive award funds must be obligated in the FFY in which they are awarded or in the following FFY. Please note any special circumstances in the "Notes" field at the bottom of the form.
67	10. Reserved	Indicate FFY Emergency Contingency Funds obligated in the next FFY. Grantees may use these contingency funds for any purpose authorized under LIHEAP, including heating assistance, crisis assistance, weatherization, administrative costs, and carryover, subject to normal LIHEAP restrictions. However, grantees must obligate at least 90 percent of the total of these funds and their regular block grant funds by the end of the FFY. Please note any special circumstances in the "Notes" field at the bottom of the form.
68	11. FFY LIHEAP Block Grant Allotment Used to Identify, Develop & Demonstrate Leveraging Incentive Activities	Indicate the amount of the grantee's LIHEAP block grant allotment that was used, if any, to identify, develop, and demonstrate leveraging activities Note: Section 2607A(c)(2) of the LIHEAP statute limits the amount that grantees may spend to identify, develop and demonstrate leveraging programs to not exceed 0.08 percent of funds payable or \$35,000, whichever is greater.
69	12. Amount for Assurance 16 Activities	Indicate the amount, if any, of the LIHEAP block grant allotment used to carry out "Assurance 16 activities", i.e., services that encourage and enable households to reduce their home energy needs and thereby the need for energy assistance (including needs assessment, counseling, and assistance with energy vendors).  Note: Section 2605(b)(16) of the LIHEAP statute limits the amount that may be spent on these activities to 5 percent of LIHEAP funds payable.

*Popup instructions for Module 1 (Grantee Survey)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
70	13. FFY Residential Energy Assistance Challenge (R.E.A.Ch.) Program	Indicate the amount, if any, of REACH funds used to help low income households reduce their energy vulnerability. Please note any special circumstances in the "Notes" field at the bottom of the form
71	14. Administration/Planning Costs	<p>Indicate the amount of funds obligated for administration and planning costs. The amount should include (a) all grantee and local administration and planning costs, and (b) both direct and indirect costs charged as administration and planning costs for the program.</p> <p>Note 1: The cost of administering the State's LIHEAP weatherization assistance is to be included, as well as the cost of administering other LIHEAP activities. Under the terms of the LIHEAP statute and implementing regulations, leveraging incentive award funds may not be used for administrative and planning costs. The amount of the leveraging incentive award may be added to the base in which the maximum amount of administrative and planning costs is calculated.</p> <p>Note 2: Section 2605(b) (9) of the LIHEAP statute limits the amount that grantees use in planning and administration to 10 percent of the funds payable to the grantees. All amounts above 10 percent must come from non-Federal funds, except that other Federal funds may be used to pay the costs of planning and administering Assurance 16 activities without regard to the 10 percent limit (exclude other Federal funds).</p>
72	C. Estimated Total Uses of Funds (Items 1-4 and 6-14)	Estimated Total Uses of Funds
73	15. Sum of Items 1-4 and 6-14. This should equal the sum in Section III. Column C, Item 11.	<p>This is a locked and calculated cell to indicate the total uses of all Federal funds available for LIHEAP for this federal fiscal year.</p> <p>Please note that this calculated sum will not update until the form is validated.</p> <p>Note: The "Total Uses of Funds" should equal the "Total Funds Available" Section III C.11.</p>
74	Q1. Obligated funding for a given type of assistance in current FFY, but will serve households in the subsequent FFY	Q1. Select the appropriate answer ('yes' or 'no') to indicate whether your State obligated funding for a given type of assistance in FFY 2014, but will serve households in the subsequent FFY. Please include clarifications in the 'Notes' section of the form along with the Survey's Section and item number that is being noted.
75	Q2. Average Household Benefits are estimated due to unique program operation, rather than directly calculated	Q2. Select the appropriate answer ('yes' or 'no') to indicate whether your State's Average Household Benefit data points are estimated due to unique program operation, rather than directly calculated. Please include clarifications in the 'Notes' section of the form along with the Survey's Section and item number that is being noted.
76	Notes :	Any clarifications of a grantee's response should be indicated in the "Notes" section of the Survey along with the Survey's section and item number that is being noted.

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
77	Program Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
78	Grantee Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
79	Report Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
80	Report Period:	If incorrect, click on the Report Selection link at the top of the page to return to a previous screen to make corrections or changes.
81	Report Status:	Reports marked as "Saved with Warning" or "Saved and Validated" may be processed, but those marked as "Saved with Errors" need corrective action.
82	Section Status:	Indication of each section's status within the OLDC system.
83	Initialized	Status Definition: Initialized - A new report form has been created but has not yet been saved.
84	Edit-Saved	Status Definition: Edit - Saved. The Report Form will display one of three status. 1. Saved. The report form is saved. 2. Saved -- with Errors. The report form is saved and validated but there are errors on the saved form. The errors must be corrected and Validated again. 3. Saved -- with Warnings: The report form is saved and validated and there are some allowable errors on the saved form.
85	Validated	Status Definition: Validated. The report form has been validated (i.e., calculations, required fields, and data accuracy are checked), and there are no errors on the saved form. The Form may now be Certified. The Report Status will be "Saved -- Validated".
86	Certified	Status Definition: Certified. The Report Form will display one of two status. 1. Certified. The report form has been signed by an authorizing official but has not yet been submitted to ACF. 2. Certified -- with Warnings. The report form has been signed by an authorizing official but has not yet been submitted to ACF. Also, the report form is saved and validated (i.e., calculations, required fields, and data accuracy were checked), and there are some errors on the saved form. However, these errors are allowable by ACF and the report may still be submitted.
87	Submitted	Status Definition: Submitted. The report form has been certified (signed) and sent to ACF or Submitted with Warnings: The report form has been certified (signed) and sent with warnings that are allowable by ACF.
88	In Review	Status Definition: In Review. Regional or Central Office is reviewing the report and can no longer be edited by the grantee.

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
89	C/O Approved	Status Definition: C/O Approved. The report form has been accepted by the Central Office and is no longer editable by the grantee.
90	Grantee Name	Grantee Name
91	Date	Date
92	Telephone Number	Telephone Number
93	Contact Person	Contact Person
94	Email Address	Email Address

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
95	V. ENERGY BURDEN TARGETING	<p>Energy burden is the percentage of household income spent on home energy costs. For example, high burden households are those that spend more of their income on home energy costs.</p> <p>The link between energy burden and LIHEAP is important. Section 2605(b)(5) of the Low Income Home Energy Assistance Act of 1981 (42 U.S. C. §8624(b)(5)) requires LIHEAP grantees “to provide, in a timely manner, that the highest level of energy assistance will be furnished to those households that have the lowest incomes and the highest energy costs or needs in relation to income, taking into account family size.” Home energy burden and the presence of a vulnerable household member are the two key priorities Congress intended for the distribution of LIHEAP assistance.</p> <p>To understand the impacts of LIHEAP on household energy burden, the Performance Measures Report form uses information provided by grantees to evaluate LIHEAP impact on energy burden using the following indicators and measures:</p> <ul style="list-style-type: none"> <li>- Change in Energy Burden (Pre-Post LIHEAP) Indicators</li> <li>- Benefit Targeting Index</li> <li>- Burden Reduction Targeting Index</li> </ul> <p>The Change in Energy Burden (Indicators) tells us how LIHEAP reduces the percentage of income households spend on their energy bills. We know that low-income households have to make tough choices between paying their energy bills and other essential needs (food, prescriptions). Reducing the amount of income people spend on energy bills decreases the health and safety risks associated with these kinds of decisions.</p> <p>The Benefit Targeting Index tells us whether high energy burden households receive higher LIHEAP benefits than average households. This is important because the LIHEAP Act requires grantees to provide the highest level of assistance to households with the highest energy burden (highest energy costs in relation to income and family size).</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
96	Bill Payment- Assisted Household Main Heating Fuel	<p>Part V of the Performance Measure Report form counts those households who received LIHEAP bill payment assistance in FFY 2015. "Bill payment assistance" includes any LIHEAP benefits used to pay a share of household energy bills, including utility deposits. This includes heating, cooling, crisis, and supplemental assistance.</p> <p>Households that should NOT be counted in Part V include:</p> <ul style="list-style-type: none"> <li>- Households receiving only LIHEAP weatherization assistance or energy-related home repair (e.g. heating or cooling equipment repair or replacement)</li> <li>- Households that receive nominal (e.g., \$1 or \$5) benefits as part of a partnership with the Supplemental Nutrition Assistance Program (SNAP). This is often referred to as the "Heat or Eat" Program.</li> </ul>
97	All Households	<p>Many of the fields in Part V require specific information regarding home energy. For example, average annual income and average LIHEAP benefit data is broken out by main heating fuel. Therefore, at the time of application, grantees will need to ask each household to identify their main heating fuel type (i.e., Natural Gas, Electricity, Fuel Oil, Propane, or Other Fuels).</p> <p>Grantees who offer cooling programs should still ask households for their main heating fuel type, as most cooling program impacts will be captured during analysis of the electric bill data (see below).</p> <p>Part V also requires grantees to collect average annual energy bills for both main heating fuel and electricity. Therefore, at the time of application, grantees will need to ask each household to provide vendor account numbers, as well as sign a waiver that allows the grantee to collect billing information from home energy vendors.</p> <p>To reduce the burden associated with vendor data collection, grantees are only required to collect annual energy bill data from the top five natural gas companies, top five electric companies, top ten propane vendors, top ten fuel oil vendors, and top ten other vendors, based on the numbers of LIHEAP assisted households within their state</p> <p>Grantees may opt to collect data from additional vendors (beyond the largest). However, any grantee wishing to use less than the required number of vendors in any of the fuel categories must contact OCS to obtain prior approval. (Note: Some grantees have fewer than five electric or natural gas vendors. Other grantees have fewer than ten fuel oil vendors.)</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
98	Electricity	<p>Many of the fields in Part V require specific information regarding home energy. For example, average annual income and average LIHEAP benefit data is broken out by main heating fuel. Therefore, at the time of application, grantees will need to ask each household to identify their main heating fuel type (i.e., Natural Gas, Electricity, Fuel Oil, Propane, or Other Fuels).</p> <p>Grantees who offer cooling programs should still ask households for their main heating fuel type, as most cooling program impacts will be captured during analysis of the electric bill data (see below).</p> <p>Part V also requires grantees to collect average annual energy bills for both main heating fuel and electricity. Therefore, at the time of application, grantees will need to ask each household to provide vendor account numbers, as well as sign a waiver that allows the grantee to collect billing information from home energy vendors.</p> <p>To reduce the burden associated with vendor data collection, grantees are only required to collect annual energy bill data from the top five natural gas companies, top five electric companies, top ten propane vendors, top ten fuel oil vendors, and top ten other vendors, based on the numbers of LIHEAP assisted households within their state</p> <p>Grantees may opt to collect data from additional vendors (beyond the largest). However, any grantee wishing to use less than the required number of vendors in any of the fuel categories must contact OCS to obtain prior approval. (Note: Some grantees have fewer than five electric or natural gas vendors. Other grantees have fewer than ten fuel oil vendors.)</p>



*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
99	Natural Gas	<p>Many of the fields in Part V require specific information regarding home energy. For example, average annual income and average LIHEAP benefit data is broken out by main heating fuel. Therefore, at the time of application, grantees will need to ask each household to identify their main heating fuel type (i.e., Natural Gas, Electricity, Fuel Oil, Propane, or Other Fuels).</p> <p>Grantees who offer cooling programs should still ask households for their main heating fuel type, as most cooling program impacts will be captured during analysis of the electric bill data (see below).</p> <p>Part V also requires grantees to collect average annual energy bills for both main heating fuel and electricity. Therefore, at the time of application, grantees will need to ask each household to provide vendor account numbers, as well as sign a waiver that allows the grantee to collect billing information from home energy vendors.</p> <p>To reduce the burden associated with vendor data collection, grantees are only required to collect annual energy bill data from the top five natural gas companies, top five electric companies, top ten propane vendors, top ten fuel oil vendors, and top ten other vendors, based on the numbers of LIHEAP assisted households within their state</p> <p>Grantees may opt to collect data from additional vendors (beyond the largest). However, any grantee wishing to use less than the required number of vendors in any of the fuel categories must contact OCS to obtain prior approval. (Note: Some grantees have fewer than five electric or natural gas vendors. Other grantees have fewer than ten fuel oil vendors.)</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
100	Fuel Oil	<p>Many of the fields in Part V require specific information regarding home energy. For example, average annual income and average LIHEAP benefit data is broken out by main heating fuel. Therefore, at the time of application, grantees will need to ask each household to identify their main heating fuel type (i.e., Natural Gas, Electricity, Fuel Oil, Propane, or Other Fuels).</p> <p>Grantees who offer cooling programs should still ask households for their main heating fuel type, as most cooling program impacts will be captured during analysis of the electric bill data (see below).</p> <p>Part V also requires grantees to collect average annual energy bills for both main heating fuel and electricity. Therefore, at the time of application, grantees will need to ask each household to provide vendor account numbers, as well as sign a waiver that allows the grantee to collect billing information from home energy vendors.</p> <p>To reduce the burden associated with vendor data collection, grantees are only required to collect annual energy bill data from the top five natural gas companies, top five electric companies, top ten propane vendors, top ten fuel oil vendors, and top ten other vendors, based on the numbers of LIHEAP assisted households within their state</p> <p>Grantees may opt to collect data from additional vendors (beyond the largest). However, any grantee wishing to use less than the required number of vendors in any of the fuel categories must contact OCS to obtain prior approval. (Note: Some grantees have fewer than five electric or natural gas vendors. Other grantees have fewer than ten fuel oil vendors.)</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
101	Propane	<p>Many of the fields in Part V require specific information regarding home energy. For example, average annual income and average LIHEAP benefit data is broken out by main heating fuel. Therefore, at the time of application, grantees will need to ask each household to identify their main heating fuel type (i.e., Natural Gas, Electricity, Fuel Oil, Propane, or Other Fuels).</p> <p>Grantees who offer cooling programs should still ask households for their main heating fuel type, as most cooling program impacts will be captured during analysis of the electric bill data (see below).</p> <p>Part V also requires grantees to collect average annual energy bills for both main heating fuel and electricity. Therefore, at the time of application, grantees will need to ask each household to provide vendor account numbers, as well as sign a waiver that allows the grantee to collect billing information from home energy vendors.</p> <p>To reduce the burden associated with vendor data collection, grantees are only required to collect annual energy bill data from the top five natural gas companies, top five electric companies, top ten propane vendors, top ten fuel oil vendors, and top ten other vendors, based on the numbers of LIHEAP assisted households within their state</p> <p>Grantees may opt to collect data from additional vendors (beyond the largest). However, any grantee wishing to use less than the required number of vendors in any of the fuel categories must contact OCS to obtain prior approval. (Note: Some grantees have fewer than five electric or natural gas vendors. Other grantees have fewer than ten fuel oil vendors.)</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
102	Other Fuels	<p>Many of the fields in Part V require specific information regarding home energy. For example, average annual income and average LIHEAP benefit data is broken out by main heating fuel. Therefore, at the time of application, grantees will need to ask each household to identify their main heating fuel type (i.e., Natural Gas, Electricity, Fuel Oil, Propane, or Other Fuels).</p> <p>Grantees who offer cooling programs should still ask households for their main heating fuel type, as most cooling program impacts will be captured during analysis of the electric bill data (see below).</p> <p>Part V also requires grantees to collect average annual energy bills for both main heating fuel and electricity. Therefore, at the time of application, grantees will need to ask each household to provide vendor account numbers, as well as sign a waiver that allows the grantee to collect billing information from home energy vendors.</p> <p>To reduce the burden associated with vendor data collection, grantees are only required to collect annual energy bill data from the top five natural gas companies, top five electric companies, top ten propane vendors, top ten fuel oil vendors, and top ten other vendors, based on the numbers of LIHEAP assisted households within their state</p> <p>Grantees may opt to collect data from additional vendors (beyond the largest). However, any grantee wishing to use less than the required number of vendors in any of the fuel categories must contact OCS to obtain prior approval. (Note: Some grantees have fewer than five electric or natural gas vendors. Other grantees have fewer than ten fuel oil vendors.)</p>
103	A. Unduplicated Number of LIHEAP Bill Payment-Assisted Households	<p>Section A includes all households who received LIHEAP bill payment assistance during the reporting period. This data is pre-populated from the Household Report form. Bill payment assistance includes any LIHEAP benefits used to pay a share of household energy bills. This includes heating, cooling, and crisis assistance.</p> <p>As stated above, Part V should not include those households who received only weatherization or energy related home repair (including equipment repair and replacement) or households who received only a nominal LIHEAP benefit through the SNAP “Heat or Eat” program.</p> <p>Section A also asks Grantees to break Bill Payment Assisted Households out by Main Heating Fuel type. To obtain this data, grantees will need to ask each household to identify their main heating fuel type at the time of application.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
104	B. All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)	<p>Section B includes only those households from Section A for which the grantee can obtain the average annual energy bill (12 consecutive months of usage) for both main heating fuel and electricity.</p> <p>LIHEAP Bill payment assistance households that do not have complete energy billing data (e.g., because they do not have 12 consecutive months of billing history or the grantee does not have an agreement with the vendor) should not be counted in Section B.</p> <p>As noted above, grantees are only required to collect annual bill data for those bill payment-assisted households whose main fuel and electricity are provided by a top five natural gas company, top five electric company, top ten propane vendor, top ten fuel oil vendor, or top ten 'other' vendor, based on the numbers of LIHEAP assisted households within their state.</p>
105	1. Unduplicated Number of Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)	<p>Number of Households with Complete Bill Data. Line B1 requires grantees to report the number of bill payment assisted households for which they can obtain the average annual energy bill (12 consecutive months of billing history) for both main heating fuel and electricity. Similar to other data in this report, grantees are first asked to report the total number of bill payment assisted households with complete annual bill data, and then break these households down by main heating fuel type.</p>
106	2. Average Annual Household Income	<p>Average Annual Household Income: Line B2 requires grantees to report average annual household income for those households with 12 consecutive months of both main fuel and electric bill data (as reported on Line B1). Average annual household income should be calculated in the same way it is calculated for the annual LIHEAP Household Report Form, using gross income. Zero income households should be included in this calculation. Grantees are asked to report the average annual income for all households with complete annual bill data, and then further break this data out by main fuel type.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
107	3. Average Annual Total LIHEAP Benefit per Household (including Heating, Cooling, Crisis, Supplemental Benefits)	<p>Average Annual Total LIHEAP Benefit per Household: Line B3 requires grantees to report the total average annual per household LIHEAP Bill Payment Assistance Benefit(s) for those households with 12 consecutive months of both main fuel and electric bill data (as reported on Line B1). This should include any heating, cooling, crisis, and supplemental assistance used to help pay household energy bills (this includes utility deposits).</p> <p>In some states, households received multiple bill payment assistance benefits during the program year. For example, a household may have received both a regular heating assistance benefit and a crisis benefit. In these cases, grantees will first need to add together the bill payment assistance benefits each household received, and then calculate the average total LIHEAP benefit per household.</p> <p>Grantees are asked to report the average bill payment assistance benefit for all households with complete annual bill data, and then break this data out by main fuel type.</p>
108	4. Average Annual Main Heating Fuel Bill	<p>Average Annual Main Heating Fuel Bill Data: Line B4 requires grantees to report the average annual main heating fuel bill for those households who have 12 consecutive months of main fuel and electric bill data (as reported in B1). To report this data, grantees will need to collect complete annual bill information (12 consecutive months) from each bill payment-assisted household's main fuel vendor. This data includes all required customer payments, such as monthly service charge, usage charge, and taxes. However, expenditures should exclude optional charges such as appliance repair contracts, equipment purchases, and other special services.</p> <p>There may be variation among grantee timeframes for collecting 12 consecutive months of billing histories. For example, many grantees find it optimal to collect bill data from vendors at the end of the program year (e.g., request made to vendors in October 2015 for customer bill data from October 2014 through September 2015). However, other grantees collect customer bill data from vendors at the time of LIHEAP intake, which may result in 12 consecutive months of billing data that falls across more than one program year. States may consider alternative timeframes for obtaining 12 consecutive months of billing history, as long as methods are consistent and approved by OCS.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
109	5. Average Annual Electricity Bill	Average Annual Electricity Bill: Line B5 requires grantees to report the average annual electricity bill for those households who have 12 consecutive months of main fuel and electric bill data (as reported in B1). To report this data, the grantee will need to collect annual bill information (12 consecutive months) from each bill payment-assisted household's electricity vendor. This data includes all required customer payments, such as monthly service charge, usage charge, and taxes. However, expenditures should exclude optional charges such as appliance repair contracts, equipment purchases, and other special services. For households whose main fuel is electricity, only the electric bill will need to be collected.
110	6. Average Annual Total Residential Energy Bill	Total Annual Residential Energy Bill: Line B6 automatically adds together the average annual Main Heating Fuel and Electricity bill data to calculate average annual residential energy bill.
111	7. Average Annual Burden Before Receiving LIHEAP	Average Annual Energy Burden before Receiving LIHEAP: Line B7 automatically divides the average annual residential energy bill by the average annual income to calculate average annual energy burden before LIHEAP benefits were awarded.
112	8. Average Annual Burden After Receiving LIHEAP	Average Annual Energy Burden after Receiving LIHEAP: Line B8 automatically subtracts the average annual LIHEAP benefit amount from the annual residential energy bill - then divides the adjusted annual energy bill by the average annual income to calculate energy burden after LIHEAP.
113	9. Average Percentage Point Change in Energy Burden	Percentage Point Change in Energy Burden: Line B9 automatically calculates the percentage point difference between pre-LIHEAP and post-LIHEAP energy burden.
114	10. Average Percentage Reduction in Energy Burden	Percentage Point Change in Energy Burden: Line B10 automatically calculates the percentage difference between pre-LIHEAP and post-LIHEAP energy burden.
115	C. High Burden Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)	<p>Section C contains the same data elements as Section B. However Section C only includes (highlights) those households from section B with the highest energy burden.</p> <p>To pull out the highest burden households from Section B, grantees will first need to identify the home energy burden of each household reported in Section B. These households can then be sorted, and those with the top 25% energy burden are counted in Section C.</p> <p>To calculate home energy burden for each household reported in Section B1, the grantee will need to use their database (or a spreadsheet tool like Excel or Access) to add together each household's Main Heating Bill + Annual Household Electricity Bill and divide by the household's Average Annual Income. Those households with the top 25% of energy burden will be reported in Section C. Grantees who need assistance with this step should contact APPRISE or their OCS Liaison for assistance.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
116	1. Unduplicated Number of High Burden Households (Top 25%) with 12 Consecutive Months of Bill Data (Main Fuel and Electric)	High Burden Households. Line C1 asks grantees to report the number of high burden households with complete energy bill information, and then the number of high burden households by main heating fuel type.
117	2. Average Annual Household Income for High Burden Households	Average Annual Household Income for High Burden Households: Line C2 asks grantees to report average annual household income for those high burden households identified on Line C1. Grantees are asked to report the average annual income for all high burden households, as well as the average annual income of high burden households within each main fuel type.
118	3. Average Annual Total LIHEAP Benefit per High Burden Household (including Heating, Cooling, Crisis, Supplemental Benefits)	Average Annual LIHEAP Bill Payment Assistance Benefit for High Burden Households: Line C3 requires grantees to report average annual LIHEAP Benefit for those high burden households identified in line C1. Grantees are asked to report the average bill payment assistance benefit for all high burden households, as well as the average bill payment assistance benefit of high burden households within each fuel type.
119	4. Average Annual Main Heating Fuel Bill for High Burden Households	Average Annual Main Heating Fuel Bill Data for High Burden Households: Line C4 requires grantees to report the average annual main heating fuel bill (12 consecutive months) for those high burden households identified in Line C1.
120	5. Average Annual Electricity Bill for High Burden Households	Average Annual Electricity Bill for High Burden Households: Section C5 requires grantees to report the average annual electricity bill for those high burden households identified in Section C1.
121	6. Average Annual Total Residential Energy Bill for High Burden Households	Total Annual Residential Energy Bill for High Burden Households: Line C6 automatically adds together the average annual Main Heating Fuel and Electricity bill data to calculate average annual residential energy bill for high burden households.
122	7. Average Annual Burden Before Receiving LIHEAP for High Burden Households	Average Annual Energy Burden of High Burden Households before Receiving LIHEAP: Line C7 automatically divides the average annual residential energy bill by the average annual income to calculate average annual energy burden of high burden households before receiving LIHEAP.
123	8. Average Annual Burden After Receiving LIHEAP for High Burden Households	Average Annual Energy Burden of High Burden Households after Receiving LIHEAP: Line C8 automatically subtracts the average annual LIHEAP benefit amount from the annual residential energy bill; then divides the adjusted annual energy bill by the average annual income to calculate energy burden for high burden households after receiving LIHEAP.
124	9. Average Percentage Point Change in Energy Burden for High Burden Households	Percentage Point Change in Energy Burden among High Burden Households: Line C9 automatically calculates the percentage point difference between pre-LIHEAP and post-LIHEAP energy burden among high burden households.
125	10. Average Percentage Reduction in Energy Burden for High Burden Households	Percentage Point Change in Energy Burden among High Burden Households: Line C10 automatically calculates the percentage difference between pre-LIHEAP and post-LIHEAP energy burden among high burden households.



*Popup instructions for Module 2 (LIHEAP Performance Measures)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
126	D. Benefit Targeting Index for High Burden Households:	Section D uses information collected in Sections A-C to automatically calculate the Benefit Targeting Index. This index measure tells us whether high energy burden households receive higher LIHEAP benefits than average households. A Benefit Targeting Index of over 100 means that high energy burden households receive a greater LIHEAP benefit than average households.
127	E. Burden Reduction Targeting Index for High Burden Households:	Section E uses information collected in Sections A-C to automatically calculate the Energy Burden Reduction Index. This index tells us whether high energy burden households have a larger share of their energy bill paid with LIHEAP than average households. An Energy Burden Reduction Index of over 100 means that high energy burden households are seeing more of their energy burden reduced with LIHEAP than average households.
128	VI. RESTORATION OF HOME ENERGY SERVICE	<p>One core purpose of LIHEAP is to ensure that low-income households have access to necessary home energy services. By restoring services to clients who do not currently have access to home energy, the program is eliminating a significant risk to the health and safety of low-income households.</p> <p>Part VI of the Performance Measures Report form uses data provided by grantees to measure the impact of LIHEAP on restoration of home energy service.</p>
129	Energy Source (where LIHEAP benefit was applied)	<p>The data fields in Part VI of the Performance Measures Report form require specific information regarding the current status of household home energy service. Many grantees already ask households to report whether or not they currently have home energy service at the time of LIHEAP application. However, to complete this report, grantees would need to go a step further to determine and record whether the household:</p> <ul style="list-style-type: none"> <li>- Household does not have service because they are disconnected.</li> <li>- Household does not have service because they are out of fuel.</li> <li>- Household does not have service because they have inoperable equipment (inoperable includes red-tagged equipment, or equipment that if powered on, will result in injury or death).</li> </ul> <p>Once this status is known and recorded, a grantee can then track whether a LIHEAP benefit resulted in restoration of home energy service.</p> <p>It is important to note that in many cases, repair or replacement of inoperable heating/cooling equipment may be administered by LIHEAP Weatherization contractors. Therefore, grantees may need to coordinate with their Weatherization partners to identify inoperable equipment that was repaired or replaced using LIHEAP funds.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
130	A. All Occurrences of LIHEAP Households that Had:	<p>For both Parts VI and VII, grantees should count all LIHEAP households identified in the LIHEAP Household Report and Grantee Survey.</p> <p>For some grantees, this may be different than those households counted in Part V of this report. This is because Part V only includes households who received Bill Payment Assistance - whereas Parts VI and VII also account for weatherization and equipment repair/replacement benefits.</p>
131	All Occurrences	<p>For both Parts VI and VII, grantees should count all LIHEAP households identified in the LIHEAP Household Report and Grantee Survey.</p> <p>For some grantees, this may be different than those households counted in Part V of this report. This is because Part V only includes households who received Bill Payment Assistance - whereas Parts VI and VII also account for weatherization and equipment repair/replacement benefits.</p>
132	Electricity	<p>The data fields in Part VI of the Performance Measures Report form require specific information regarding the current status of household home energy service. Many grantees already ask households to report whether or not they currently have home energy service at the time of LIHEAP application. However, to complete this report, grantees would need to go a step further to determine and record whether the household:</p> <ul style="list-style-type: none"> <li>- Household does not have service because they are disconnected.</li> <li>- Household does not have service because they are out of fuel.</li> <li>- Household does not have service because they have inoperable equipment (inoperable includes red-tagged equipment, or equipment that if powered on, will result in injury or death).</li> </ul> <p>Once this status is known and recorded, a grantee can then track whether a LIHEAP benefit resulted in restoration of home energy service.</p> <p>It is important to note that in many cases, repair or replacement of inoperable heating/cooling equipment may be administered by LIHEAP Weatherization contractors. Therefore, grantees may need to coordinate with their Weatherization partners to identify inoperable equipment that was repaired or replaced using LIHEAP funds.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
133	Natural Gas	<p>The data fields in Part VI of the Performance Measures Report form require specific information regarding the current status of household home energy service. Many grantees already ask households to report whether or not they currently have home energy service at the time of LIHEAP application. However, to complete this report, grantees would need to go a step further to determine and record whether the household:</p> <ul style="list-style-type: none"><li>- Household does not have service because they are disconnected.</li><li>- Household does not have service because they are out of fuel.</li><li>- Household does not have service because they have inoperable equipment (inoperable includes red-tagged equipment, or equipment that if powered on, will result in injury or death).</li></ul> <p>Once this status is known and recorded, a grantee can then track whether a LIHEAP benefit resulted in restoration of home energy service.</p> <p>It is important to note that in many cases, repair or replacement of inoperable heating/cooling equipment may be administered by LIHEAP Weatherization contractors. Therefore, grantees may need to coordinate with their Weatherization partners to identify inoperable equipment that was repaired or replaced using LIHEAP funds.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
134	Fuel Oil	<p>The data fields in Part VI of the Performance Measures Report form require specific information regarding the current status of household home energy service. Many grantees already ask households to report whether or not they currently have home energy service at the time of LIHEAP application. However, to complete this report, grantees would need to go a step further to determine and record whether the household:</p> <ul style="list-style-type: none"><li>- Household does not have service because they are disconnected.</li><li>- Household does not have service because they are out of fuel.</li><li>- Household does not have service because they have inoperable equipment (inoperable includes red-tagged equipment, or equipment that if powered on, will result in injury or death).</li></ul> <p>Once this status is known and recorded, a grantee can then track whether a LIHEAP benefit resulted in restoration of home energy service.</p> <p>It is important to note that in many cases, repair or replacement of inoperable heating/cooling equipment may be administered by LIHEAP Weatherization contractors. Therefore, grantees may need to coordinate with their Weatherization partners to identify inoperable equipment that was repaired or replaced using LIHEAP funds.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
135	Propane	<p>The data fields in Part VI of the Performance Measures Report form require specific information regarding the current status of household home energy service. Many grantees already ask households to report whether or not they currently have home energy service at the time of LIHEAP application. However, to complete this report, grantees would need to go a step further to determine and record whether the household:</p> <ul style="list-style-type: none"><li>- Household does not have service because they are disconnected.</li><li>- Household does not have service because they are out of fuel.</li><li>- Household does not have service because they have inoperable equipment (inoperable includes red-tagged equipment, or equipment that if powered on, will result in injury or death).</li></ul> <p>Once this status is known and recorded, a grantee can then track whether a LIHEAP benefit resulted in restoration of home energy service.</p> <p>It is important to note that in many cases, repair or replacement of inoperable heating/cooling equipment may be administered by LIHEAP Weatherization contractors. Therefore, grantees may need to coordinate with their Weatherization partners to identify inoperable equipment that was repaired or replaced using LIHEAP funds.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
136	Other Fuels	<p>The data fields in Part VI of the Performance Measures Report form require specific information regarding the current status of household home energy service. Many grantees already ask households to report whether or not they currently have home energy service at the time of LIHEAP application. However, to complete this report, grantees would need to go a step further to determine and record whether the household:</p> <ul style="list-style-type: none"> <li>- Household does not have service because they are disconnected.</li> <li>- Household does not have service because they are out of fuel.</li> <li>- Household does not have service because they have inoperable equipment (inoperable includes red-tagged equipment, or equipment that if powered on, will result in injury or death).</li> </ul> <p>Once this status is known and recorded, a grantee can then track whether a LIHEAP benefit resulted in restoration of home energy service.</p> <p>It is important to note that in many cases, repair or replacement of inoperable heating/cooling equipment may be administered by LIHEAP Weatherization contractors. Therefore, grantees may need to coordinate with their Weatherization partners to identify inoperable equipment that was repaired or replaced using LIHEAP funds.</p>
137	1. Energy Service Restored After Disconnection	<p>Number of All Occurrences of LIHEAP Assisted Households that had Energy Service Restored after Disconnection: Line A1 requires grantees to report on the number of occurrences for which LIHEAP assistance led to the restoration of a household's energy service after a disconnection. (Note: Households for whom the primary energy service was restored should be counted even if they were able to heat or cool their home in another way). The total number of occurrences is an auto-calculated sum of occurrences for each applicable energy source. Note: In this case, "energy source" is the fuel source where the LIHEAP benefit is being applied. In some cases, this may not be the household's primary fuel source.</p>
138	2. Fuel Delivered to Home that Ran Out of Fuel	<p>Number of All Occurrences of LIHEAP Assisted Households that had Fuel Delivered after the Home Ran out of Fuel: Line A2 requires grantees to report on the number of occurrences for which LIHEAP resulted in delivery of fuel after a household had no fuel. (Note: Households should be counted even if they were able to use something other than their main fuel source to temporarily heat their home.) The total number of occurrences is an auto-calculated sum of occurrences for each applicable energy source. Note: In this case, "energy source" is the fuel source where the LIHEAP benefit is being applied. In some cases, this may not be the household's primary fuel source.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
139	3. Repair/Replacement of Inoperable Home Energy Equipment	Number of All Occurrences of LIHEAP Assisted Households that received Repair or Replacement of Inoperable Equipment: Line A3 requires grantees to report the number of occurrences of households who had inoperable heating or cooling equipment repaired or replaced with LIHEAP funds. (Note: Households should be counted even if they were able to use something other than their main equipment to temporarily heat or cool their home.) The total number of occurrences is an auto-calculated sum of occurrences for each applicable energy source. Note: In this case, "energy source" is the fuel source where the LIHEAP benefit is being applied. In some cases, this may not be the household's primary fuel source.
140	VII. PREVENTION OF LOSS OF HOME ENERGY SERVICE	<p>By preventing the loss of home energy service to at-risk households, LIHEAP can eliminate the costs associated with service restoration (e.g., reconnection charges) and can minimize health and safety risks.</p> <p>Part VII of the Performance Measures Report form uses data provided by grantees to measure the impact of LIHEAP on preventing loss of home energy service.</p>
141	Energy Source (where LIHEAP benefit was applied)	<p>For both Parts VI and VII, grantees should count all LIHEAP households identified in the LIHEAP Household Report and Grantee Survey.</p> <p>For some grantees, this may be different than those households counted in Part V of this report. This is because Part V only includes households who received Bill Payment Assistance - whereas Parts VI and VII also account for weatherization and equipment repair/replacement benefits.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
142	A. All Occurrences of LIHEAP Households that Had:	<p>The data fields in Part VII of the Performance Measures Report form require specific information regarding current status of home energy service, and more specifically, whether or not a household is at risk of losing their home energy service. Situations where a LIHEAP benefit would prevent a loss of home energy service include:</p> <ul style="list-style-type: none"><li>- Households with a Utility Past Due or Disconnect Notice: At the time of application, households would be asked whether they currently have a past due or disconnect notice from their energy supplier.</li> <li>- Households with Limited Fuel: If applicants heat with a delivered fuel (e.g., fuel oil, propane, or wood) and do not have a past due notice, the grantee would ask questions at the time of application to determine whether or not the household is at “imminent risk” of losing their home energy service. In the case of delivered fuels, “imminent risk” should be defined by the grantee based on local conditions, and should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li> <li>- Households in need of Equipment Repair/Replacement: The grantee would determine at the time of application (or home energy audit) whether a LIHEAP household has currently operable heating or cooling equipment that needs to be repaired or replaced to prevent loss of home energy service. It is up to the grantee to determine whether a household is at “imminent risk” of losing their home energy service if heating or cooling equipment is not repaired or replaced. The definition of “imminent risk” should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li></ul>



*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
143	All Occurrences	<p>The data fields in Part VII of the Performance Measures Report form require specific information regarding current status of home energy service, and more specifically, whether or not a household is at risk of losing their home energy service. Situations where a LIHEAP benefit would prevent a loss of home energy service include:</p> <ul style="list-style-type: none"><li>- Households with a Utility Past Due or Disconnect Notice: At the time of application, households would be asked whether they currently have a past due or disconnect notice from their energy supplier.</li> <li>- Households with Limited Fuel: If applicants heat with a delivered fuel (e.g., fuel oil, propane, or wood) and do not have a past due notice, the grantee would ask questions at the time of application to determine whether or not the household is at “imminent risk” of losing their home energy service. In the case of delivered fuels, “imminent risk” should be defined by the grantee based on local conditions, and should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li> <li>- Households in need of Equipment Repair/Replacement: The grantee would determine at the time of application (or home energy audit) whether a LIHEAP household has currently operable heating or cooling equipment that needs to be repaired or replaced to prevent loss of home energy service. It is up to the grantee to determine whether a household is at “imminent risk” of losing their home energy service if heating or cooling equipment is not repaired or replaced. The definition of “imminent risk” should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li></ul>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
144	Electricity	<p>The data fields in Part VII of the Performance Measures Report form require specific information regarding current status of home energy service, and more specifically, whether or not a household is at risk of losing their home energy service. Situations where a LIHEAP benefit would prevent a loss of home energy service include:</p> <ul style="list-style-type: none"><li>- Households with a Utility Past Due or Disconnect Notice: At the time of application, households would be asked whether they currently have a past due or disconnect notice from their energy supplier.</li><li>- Households with Limited Fuel: If applicants heat with a delivered fuel (e.g., fuel oil, propane, or wood) and do not have a past due notice, the grantee would ask questions at the time of application to determine whether or not the household is at “imminent risk” of losing their home energy service. In the case of delivered fuels, “imminent risk” should be defined by the grantee based on local conditions, and should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li><li>- Households in need of Equipment Repair/Replacement: The grantee would determine at the time of application (or home energy audit) whether a LIHEAP household has currently operable heating or cooling equipment that needs to be repaired or replaced to prevent loss of home energy service. It is up to the grantee to determine whether a household is at “imminent risk” of losing their home energy service if heating or cooling equipment is not repaired or replaced. The definition of “imminent risk” should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li></ul>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
145	Natural Gas	<p>The data fields in Part VII of the Performance Measures Report form require specific information regarding current status of home energy service, and more specifically, whether or not a household is at risk of losing their home energy service. Situations where a LIHEAP benefit would prevent a loss of home energy service include:</p> <ul style="list-style-type: none"><li>- Households with a Utility Past Due or Disconnect Notice: At the time of application, households would be asked whether they currently have a past due or disconnect notice from their energy supplier.</li><li>- Households with Limited Fuel: If applicants heat with a delivered fuel (e.g., fuel oil, propane, or wood) and do not have a past due notice, the grantee would ask questions at the time of application to determine whether or not the household is at “imminent risk” of losing their home energy service. In the case of delivered fuels, “imminent risk” should be defined by the grantee based on local conditions, and should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li><li>- Households in need of Equipment Repair/Replacement: The grantee would determine at the time of application (or home energy audit) whether a LIHEAP household has currently operable heating or cooling equipment that needs to be repaired or replaced to prevent loss of home energy service. It is up to the grantee to determine whether a household is at “imminent risk” of losing their home energy service if heating or cooling equipment is not repaired or replaced. The definition of “imminent risk” should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li></ul>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
146	Fuel Oil	<p>The data fields in Part VII of the Performance Measures Report form require specific information regarding current status of home energy service, and more specifically, whether or not a household is at risk of losing their home energy service. Situations where a LIHEAP benefit would prevent a loss of home energy service include:</p> <ul style="list-style-type: none"><li>- Households with a Utility Past Due or Disconnect Notice: At the time of application, households would be asked whether they currently have a past due or disconnect notice from their energy supplier.</li> <li>- Households with Limited Fuel: If applicants heat with a delivered fuel (e.g., fuel oil, propane, or wood) and do not have a past due notice, the grantee would ask questions at the time of application to determine whether or not the household is at “imminent risk” of losing their home energy service. In the case of delivered fuels, “imminent risk” should be defined by the grantee based on local conditions, and should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li> <li>- Households in need of Equipment Repair/Replacement: The grantee would determine at the time of application (or home energy audit) whether a LIHEAP household has currently operable heating or cooling equipment that needs to be repaired or replaced to prevent loss of home energy service. It is up to the grantee to determine whether a household is at “imminent risk” of losing their home energy service if heating or cooling equipment is not repaired or replaced. The definition of “imminent risk” should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li></ul>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
147	Propane	<p>The data fields in Part VII of the Performance Measures Report form require specific information regarding current status of home energy service, and more specifically, whether or not a household is at risk of losing their home energy service. Situations where a LIHEAP benefit would prevent a loss of home energy service include:</p> <ul style="list-style-type: none"><li>- Households with a Utility Past Due or Disconnect Notice: At the time of application, households would be asked whether they currently have a past due or disconnect notice from their energy supplier.</li><li>- Households with Limited Fuel: If applicants heat with a delivered fuel (e.g., fuel oil, propane, or wood) and do not have a past due notice, the grantee would ask questions at the time of application to determine whether or not the household is at “imminent risk” of losing their home energy service. In the case of delivered fuels, “imminent risk” should be defined by the grantee based on local conditions, and should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li><li>- Households in need of Equipment Repair/Replacement: The grantee would determine at the time of application (or home energy audit) whether a LIHEAP household has currently operable heating or cooling equipment that needs to be repaired or replaced to prevent loss of home energy service. It is up to the grantee to determine whether a household is at “imminent risk” of losing their home energy service if heating or cooling equipment is not repaired or replaced. The definition of “imminent risk” should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li></ul>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

Popup No.	Form Text over Hyperlink	URL or Popup Text
148	Other Fuels	<p>The data fields in Part VII of the Performance Measures Report form require specific information regarding current status of home energy service, and more specifically, whether or not a household is at risk of losing their home energy service. Situations where a LIHEAP benefit would prevent a loss of home energy service include:</p> <ul style="list-style-type: none"> <li>- Households with a Utility Past Due or Disconnect Notice: At the time of application, households would be asked whether they currently have a past due or disconnect notice from their energy supplier.</li> <li>- Households with Limited Fuel: If applicants heat with a delivered fuel (e.g., fuel oil, propane, or wood) and do not have a past due notice, the grantee would ask questions at the time of application to determine whether or not the household is at “imminent risk” of losing their home energy service. In the case of delivered fuels, “imminent risk” should be defined by the grantee based on local conditions, and should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li> <li>- Households in need of Equipment Repair/Replacement: The grantee would determine at the time of application (or home energy audit) whether a LIHEAP household has currently operable heating or cooling equipment that needs to be repaired or replaced to prevent loss of home energy service. It is up to the grantee to determine whether a household is at “imminent risk” of losing their home energy service if heating or cooling equipment is not repaired or replaced. The definition of “imminent risk” should correspond with existing state definitions used to determine home energy emergencies (as outlined in the grantee’s State Plan).</li> </ul>
149	1. Past Due Notice or Utility Disconnect Notice	<p>Number of All Occurrences of LIHEAP Assisted Households that had a Utility Past-Due or Disconnect Notice and Receipt of LIHEAP Benefits Resulted in Continuance of Home Energy Service: Line A1 requires grantees to report the number of occurrences of households that had a past due or disconnect notice at the time of application and receipt of LIHEAP benefit(s) resulted in continuance of home energy service. Households who are already disconnected should not be counted in this section. The total number of occurrences is an auto-calculated sum of occurrences for each applicable energy source. Note: In this case, “energy source” is the fuel source where the LIHEAP benefit is being applied. In some cases, this may not be the household’s primary fuel source.</p>

*Popup instructions for Module 2 (LIHEAP Performance Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
150	2. Imminent Risk of Running out of Fuel	Number of All Occurrences of LIHEAP Assisted Households that were at Imminent Risk of Running out of Fuel and Receipt of LIHEAP Benefit Resulted in Delivery of Fuel: Line A2 requires grantees to report the number of occurrences of households that were at imminent risk of running out of fuel at the time of LIHEAP application and receipt of LIHEAP benefit(s) resulted in the delivery of fuel. Households who are already out of fuel should not be counted in this section. The total number of occurrences is an auto-calculated sum of occurrences for each applicable energy source. Note: In this case, "energy source" is the fuel source where the LIHEAP benefit is being applied. In some cases, this may not be the household's primary fuel source.
151	3. Repair/Replacement of Operable Equipment to Prevent Imminent Home Energy Loss	Number of All Occurrences of LIHEAP Assisted Households where Repair/Replacement of Operable Home Energy Equipment prevented loss of Home Energy Service: Line A3 requires grantees to report the number of occurrences of households for which LIHEAP Heating/Cooling equipment repair or replacement prevented loss of home energy service. Households whose heating or cooling equipment is inoperable (or red-tagged) at the time of application or home energy audit should not be counted in this section. The total number of occurrences is an auto-calculated sum of occurrences for each applicable energy source. Note: In this case, "energy source" is the fuel source where the LIHEAP benefit is being applied. In some cases, this may not be the household's primary fuel source.
152	NOTES: Include any notes below. Please indicate type of LIHEAP assistance and item being referenced.	NOTES: Include any notes below. Please indicate type of LIHEAP assistance and item being referenced.

*Popup instructions for Module 3 (Optional Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
153	Program Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
154	Grantee Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.
155	Report Name:	If incorrect, click on the Grantee Selection link at the top of the page to return to a previous screen to make corrections or changes.

*Popup instructions for Module 3 (Optional Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
156	Report Period:	If incorrect, click on the Report Selection link at the top of the page to return to a previous screen to make corrections or changes.
157	Report Status:	Reports marked as "Saved with Warning" or "Saved and Validated" may be processed, but those marked as "Saved with Errors" need corrective action.
158	Section Status:	Indication of each section's status within the OLDC system.
159	Initialized	Status Definition: Initialized - A new report form has been created but has not yet been saved.
160	Edit-Saved	Status Definition: Edit - Saved. The Report Form will display one of three status. 1. Saved. The report form is saved. 2. Saved -- with Errors. The report form is saved and validated but there are errors on the saved form. The errors must be corrected and Validated again. 3. Saved -- with Warnings: The report form is saved and validated and there are some allowable errors on the saved form.
161	Validated	Status Definition: Validated. The report form has been validated (i.e., calculations, required fields, and data accuracy are checked), and there are no errors on the saved form. The Form may now be Certified. The Report Status will be "Saved -- Validated".
162	Certified	Status Definition: Certified. The Report Form will display one of two status. 1. Certified. The report form has been signed by an authorizing official but has not yet been submitted to ACF. 2. Certified -- with Warnings. The report form has been signed by an authorizing official but has not yet been submitted to ACF. Also, the report form is saved and validated (i.e., calculations, required fields, and data accuracy were checked), and there are some errors on the saved form. However, these errors are allowable by ACF and the report may still be submitted.
163	Submitted	Status Definition: Submitted. The report form has been certified (signed) and sent to ACF or Submitted with Warnings: The report form has been certified (signed) and sent with warnings that are allowable by ACF.
164	In Review	Status Definition: In Review. Regional or Central Office is reviewing the report and can no longer be edited by the grantee.
165	C/O Approved	Status Definition: C/O Approved. The report form has been accepted by the Central Office and is no longer editable by the grantee.
166	Grantee Name	Grantee Name
167	Date	Date
168	Telephone Number	Telephone Number



*Popup instructions for Module 3 (Optional Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
169	Contact Person	Contact Person
170	Email Address	Email Address
171	V. ENERGY BURDEN TARGETING (OPTIONAL MEASURES)	<p>This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.</p> <p>NOTES: This section of the report should be used by grantees to provide notes or clarification regarding reported data. Wherever possible, grantees should include the section number of the item(s) being referenced.</p>
172	Bill Payment- Assisted Household Main Heating Fuel	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
173	A. All Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
174	All Households	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
175	Electricity	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
176	Natural Gas	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
177	Fuel Oil	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
178	Propane	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
179	Other Fuels	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
180	1. Average Annual Electricity Usage	Average Annual Electricity Usage: Line A1 allows grantees to report average annual electricity usage for bill-payment assisted households. This data will be used for more detailed analysis of home energy burden reduction.

*Popup instructions for Module 3 (Optional Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
181	2. Average Annual Main Heating Usage	Average Annual Main Heating Usage: Line A2 allows grantees to report average annual main heating fuel usage for bill-payment assisted households. This data will be used for more detailed analysis of home energy burden reduction.
182	B. High Burden Households with 12 Consecutive Months of Bill Data (Main Fuel and Electric)	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
183	1. Average Annual Electricity Usage for High Burden	Average Annual Electricity Usage among High Burden Households: Line B1 allows grantees to report average annual electricity usage for high burden households. This data will be used for more detailed analysis of home energy burden reduction.
184	2. Main Heating Usage for High Burden	Average Annual Main Heating Usage among High Burden Households: Line B2 allows grantees to report average annual main heating fuel usage for high burden households. This data will be used for more detailed analysis of home energy burden reduction.
185	C. Unduplicated Number of LIHEAP Bill Payment-Assisted Households that Use:	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
186	1. Electricity as Supplemental Heating Fuel	Electricity as Supplemental Heating Fuel: Line C1 includes the unduplicated number of LIHEAP bill payment-assisted households that use electricity as a supplemental heating fuel. Grantees should report this data for all households, as well as for households within each main heating fuel type.
187	2. Wood as Supplemental Heating Fuel	Wood as Supplemental Heating Fuel: Line C2 includes the unduplicated number of LIHEAP bill payment-assisted households that use wood as a supplemental heating fuel. Grantees should report this data for all households, as well as for households within each main heating fuel type.
188	3. Other Supplemental Heating Fuel	Other Supplemental Heating Fuel: Line C3 includes the unduplicated number of LIHEAP bill payment-assisted households that use fuels other than electricity and wood for supplemental heating fuel. Grantees should report this data for all households, as well as for households within each main heating fuel type.
189	4. Central Air Conditioning	Central Air Conditioning: Line C4 includes the unduplicated number of LIHEAP bill payment-assisted households with central air conditioning. Grantees should report this data for all households, as well as for households within each main heating fuel type.

*Popup instructions for Module 3 (Optional Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
190	5. Window/Wall A/C (including evaporative cooler)	Window/Wall Air Conditioner: Line C5 includes the unduplicated number of LIHEAP bill payment-assisted households with Window/Wall AC (including evaporative coolers). (Note: If a household was already counted as having Central Air Conditioning, they should not be included here.) Grantees should report this data for all households, as well as for households within each main heating fuel type.
191	VI. RESTORATION OF HOME ENERGY SERVICE (OPTIONAL MEASURES)	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
192	Energy Source	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
193	A. Number of All LIHEAP-Assisted Households that Had:	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
194	All Households	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
195	Electricity	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
196	Natural Gas	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
197	Fuel Oil	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
198	Propane	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
199	Other Fuels	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
200	Unduplicated Count of Restorations of Home Energy Service	Number of All LIHEAP Assisted Households that had Energy Service Restored: Line A allows grantees to report on the unduplicated number of households for which LIHEAP assistance led to the restoration of energy service. Households that had home energy service(s) reconnected with LIHEAP funds more than one time in FFY 2015 should only be counted once. (Note: Households for whom the primary energy service was restored should be counted even if they were able to heat or cool their home in another way).

*Popup instructions for Module 3 (Optional Measures)*

<b>Popup No.</b>	<b>Form Text over Hyperlink</b>	<b>URL or Popup Text</b>
201	VII. PREVENTION OF LOSS OF HOME ENERGY SERVICE (OPTIONAL MEASURES)	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
202	Energy Source	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
203	A. Number of All LIHEAP-Assisted Households that Had:	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
204	All Households	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
205	Electricity	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
206	Natural Gas	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
207	Fuel Oil	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
208	Propane	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
209	Other Fuels	This section contains optional data elements. Optional data submitted by grantees will be used for more detailed analysis of energy burden reduction.
210	Unduplicated Count of Preventions of Loss of Home Energy Service	Number of All LIHEAP Assisted Households where Receipt of LIHEAP Benefits Resulted in Continuance of Home Energy Service: Line A allows grantees to report on the unduplicated number households where receipt of LIHEAP benefit(s) resulted in continuance of home energy service. Households where loss of home energy service was prevented more than one time in FFY 2015 should only be counted once. Households who are already disconnected should not be counted in this section.