




Developing Tribal LIHEAP Programs

Guidance for New
Coordinators



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Resources: LIHEAP Website

www.acf.hhs.gov/programs/ocs/liheap

Website includes:

- **LIHEAP guidance provided through Information Memorandums (IMs) and Action Transmittals (ATs)**
- **LIHEAP Statute and Regulations**
- **Grantee contact lists for States, Tribes and Territories**
- **Announcements for Grants**
- **Forms – Applications, Certifications, Reports**
- **LIHEAP Tribal Information Manual**



LIHEAP Clearinghouse Website

www.liheap.ncat.org

- Provided through a contract with National Center for Appropriate Technology
- Kay Joslin, Project Director, 406-494-8662
- Provides program information on LIHEAP, REACH and Leveraging Incentive Programs
- Provides NEAR, a LIHEAP referral line for the public



HHS Block Grant Policy

- Grantees are Primary Interpreters of the Law
- Clearly Erroneous Standard
- Flexibility in Designing LIHEAP Programs
- Responsibility for Compliance with the LIHEAP Statute and Regulations



LIHEAP Applications

- Model Plan Format
- Annual Application Due Date – September 1
- Application Completion Date – December 15
- Completeness and Compliance – We do not “Approve” applications
- Section 2605(b)(2) of LIHEAP statute contains 16 Assurances – Framework for LIHEAP Program
- Amendments



LIHEAP Programs

- LIHEAP: Heating, Cooling, Crisis Intervention and Weatherization programs – Applications due September 1
- Leveraging Incentive Program – Applications due November 30
- Residential Energy Assistance Program – Applications due March 30



Administrative Costs

- Tribes and Territories with allotments of \$20,000 or less – use 20% of funds payable
- Tribes and Territories with allotments over \$20,000 – use 20% of the first \$20,000 plus 10% of the funds payable that exceeds \$20,000
- If the amount used on administrative costs exceeds the amount allowable, **non-federal funds** must be used to pay the excess.

LIHEAP Funds - Determining State Allotments

- Formula in law includes low income population, heating degree days, and home heating expenditures.
- Using formula, derive state percentages of annual appropriation. Example - In South Dakota, the percent is .649373%
- Apply percent against appropriation - $\$1,854,707,201 \times .649373\% = \$12,043.968$
- \$12,043,968 is State's gross allotment representing all low income households in the State.

LIHEAP Funds – Determining Tribal Allotments

- The LIHEAP Statute provides a formula for Tribal allotments.
- To use the formula, the Division of Energy Assistance needs the Tribe's number of low income households.
- The Division of Energy Assistance calculates Tribal allotments using household numbers derived from the U.S. Census or from State/Tribal agreements

Tribal Allotments: Census Numbers

- Census numbers indicate that Rosebud Sioux Tribe in South Dakota has 1,710 low income households and the State has 70,830 low income households
- To determine the Tribe's percent of the State's allotment, divide the Tribal household numbers by the State's household numbers:

$$\frac{1,710}{70,830} = .02414231 \text{ or } 2.414231\%$$

- Tribe's percent X State's allotment = Tribe's allotment

$$2.414231\% \times \$12,042,968 = \$290,769$$

Tribal Allotments: State/Tribe Agreements

- Sometimes Census Numbers are not accurate or not available.
- HHS encourages Tribes and States to come up with better numbers.
- South Dakota has agreed in its State/Tribe agreement to use a higher percentage for the Rosebud Sioux Tribe: 4.6000%
- State's allotment X Agreement Percent = Tribe's higher allotment

$$\$12,043,968 \times 4.6000\% = \$554,023$$

(Allotment using Census numbers was \$290,769)



REMINDERS

- Check the LIHEAP Website bi-weekly for new guidance, forms, and announcements for grant applications.
- Meet due dates when applying for funds and submitting reports.
- Contact the Division of Energy Assistance when you have questions.
- Download a copy of the LIHEAP Tribal Information Manual