



**Low-Income Home Energy Assistance Program (LIHEAP)
2024 Policy Manual for Regular and Crisis Assistance**

Revised 09/19/23
LIHEAP@thda.org

Section 8/Housing Choice Voucher

Applicants that check Section 8/Housing Choice Voucher on the LIHEAP application and whose name is listed on the Energy Bill will have their application processed as a regular LIHEAP application, however if the Energy Bill is listed in the name of the PHA then the benefit will be cut in half.

***Note:** If a client does not fit into one of the two categories please contact THDA for additional guidance.

B. 1.19 Priority Points and Benefit Levels Matrices

Income Based on Family Size (35 Point Maximum)

% of Federal Poverty Guidelines	Points
0-50%	35 points
51-75%	30 points
76-100%	25 points
101-125%	20 points
126-150%	15 points

Energy Burden (20 point maximum)

% of Income Used for Home Energy Cost	Points
14% and higher	20 points
9-13%	15 points
4-8%	10 points
1-3%	5 points

Vulnerable Household Members (55 point maximum)

Household with:	Points
Elderly (70 years or older)	15 points
Elderly (60-69 years)	10 points
Disabled, self-declared	10 points
Children under 6 years of age	10 points
Adult Protective Services (APS) Referral	10 points
Six (6) or more persons	5 points
Veteran or Active Military	5 points

Benefit Levels

Total Points	Benefit Amount
0-50 points	\$600.00
55-75 points	\$800.00
80-110 points	\$1,000.00

Benefit levels are established by THDA and used by all LIHEAP agencies in the State of Tennessee. Benefit levels must be established in ranges as indicated in the chart above. Benefit levels are uniform statewide.

The benefit levels for Energy Assistance (Heating and Cooling) and for Crisis Assistance must be included in the agency's operational plan.

Client benefits must be correctly distinguished between heating and cooling. The term **heating** is applied to assistance during October through May. **Cooling** is assistance applied during June through September.

To determine which households receive priority in assistance when sufficient funds are not available to serve all households with the same number of points, the applications will be ranked based on the energy burden calculated. Those households with the highest energy burdens are to receive assistance first.

B. 1.20 Natural Disasters and Emergencies

Natural disasters and emergencies can affect the delivery of the LIHEAP program. Both at the state and local levels, the program must be able to adjust and respond to disastrous conditions and situations. Planning before a disaster or emergency occurs is essential to address the needs of households and local agencies. THDA's Housing Program Manager - Energy will direct subgrantee use of LIHEAP resources in the event of a natural disaster or emergency. The Housing Program Manager - Energy will follow state and federal disaster declarations, including the designation of geographic areas of disasters. Subgrantees must implement all directives from the State, including coordination with other agencies providing disaster relief or emergency assistance.

State LIHEAP Disaster or Emergency Waiver

The Housing Energy Program Manager may temporarily modify or waive any state LIHEAP procedures to alleviate potential hardship or suffering, save lives and protect health and safety and protect property in the event of any natural disaster or emergency. The Housing Program Manager – Energy shall modify the Tennessee State Model Plan for LIHEAP and notify the U.S. Department of Health and Human Services, if needed.

Disaster and Emergency Notification Requirements

Subgrantees must inform the Housing Energy Program Manager of any natural disaster or emergency in their local area that interferes with the subgrantees ability to operate the program.

Allowable Uses of Disaster Funds

After a Federal or State declared natural disaster, LIHEAP funds can be used to meet the energy related needs of Eligible Low-Income households. Below is a list of items that the Federal Department of Health and Human Services has deemed allowable usage of LIHEAP funds in response to a natural disaster.