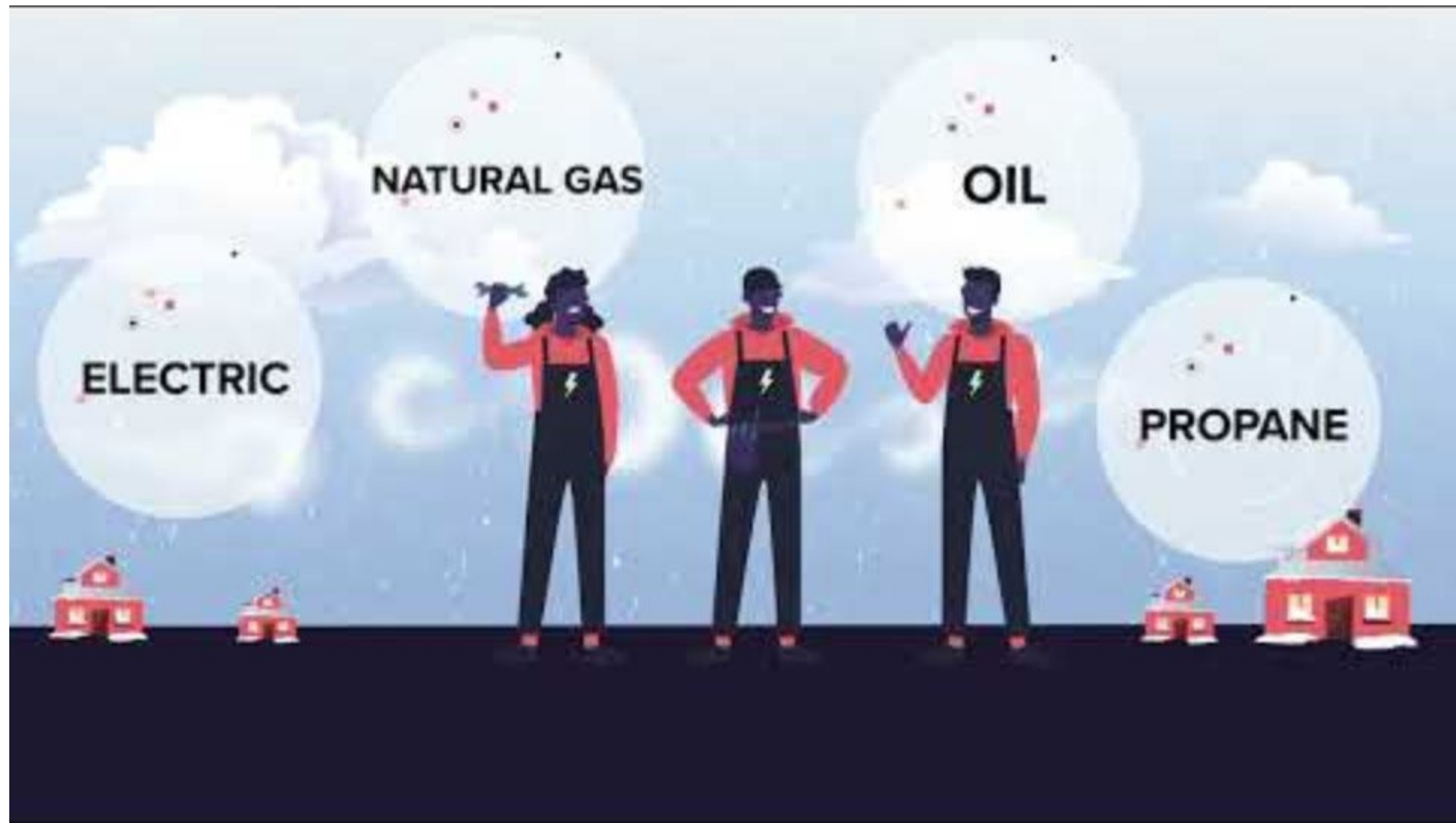


Low Income Home Energy Assistance Program 2026 Annual Workshop

SEPTEMBER 16, 2025



Introductions and Housekeeping



Objectives



Programmatic Review



LIHEAP and Weatherization



Roundtable Discussion – September 18



General Information

LIHEAP 2026 ANNUAL WORKSHOP

Background

August 13, 1981

The Low-Income Home Energy Assistance Program (LIHEAP) was created by the Omnibus Budget Reconciliation Act (OBRA) of 1981, signed into law on August 13, 1981.

LIHEAP provides federal funding to help low-income households meet their home energy needs.

Key Requirements for Subrecipients

Target benefits to households with the lowest incomes.

Provide higher benefit amounts to households with the greatest home energy burden, based on income and household size.

Crisis Funding

Subgrantees must offer **Crisis assistance year-round**, as long as funding is available.

Tennessee's LIHEAP



THDA administers LIHEAP through 19 subgrantees across the state, serving all 95 counties.



LIHEAP provides federally funded assistance to reduce the costs associated with home energy bills, energy crisis, weatherization, and minor energy-related home repairs.



FY 2026 is currently scheduled to begin November 1, 2025, and contract dates end September 30, 2027.

Funding

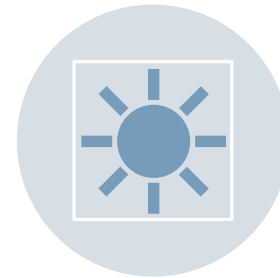
- **Grant Awards:** Funding is awarded to the State of Tennessee in increments, typically beginning in **November** of the program year.
Example: FY 2026 funding may begin in November 2025.
- **Statewide Allocation:** Funding is distributed to subgrantees based on the percentage of the low-income population, as determined by **SAIPE (Small Area Income and Poverty Estimates) census data**.
- **FY 2026 Outlook:** Final allocation has not yet been released. The House Appropriations Subcommittee for HHS/LIHEAP has proposed **\$4.035 billion** for FY 2026 — a **\$10 million increase** over FY 2025.

Program Components

Under LIHEAP, Tennessee will operate the following components:



Heating Assistance



Cooling Assistance



Crisis Assistance



Weatherization
Assistance

Funding Disbursement Schedule

November 1, 2025 – 40% of allocation released

March 1, 2026 – 35% of allocation released

June 15, 2026 – 25% of allocation released
(Year 1 balance)

Dates are subject to change based on the timing of the federal allocation.

Allowable Use of Funds

Administrative Costs:
9% maximum cap of the
total awarded allocation

Program Support: 10%
maximum cap of the
total awarded allocation

Crisis to Individuals:
Subrecipients must
reserve at least 50% of
the prior year crisis
amount until March 15th.

Energy Conservation:
2% maximum cap of the
total allocation
(Assurance 16)

Outreach: 2% maximum
cap of the total
allocation

Assurance 16 is
intended to develop
information and energy
education materials to
LIHEAP clients over an
extended period.

Allocation Process

Comprehensive Budget Entry

- THDA will input agency allocations into SmartSimple
- Subgrantees will enter the initial budget to generate a contract
- After the budget has been entered, THDA will proceed with contract execution
- Upload of the Authorized Signature Form will be completed by subgrantees

Subgrantee Budget Allocation Process

- All budgeted line items, including Regular and Crisis, must remain within the awarded allocation set by THDA. Budget Line items include:

<i>Administrative Costs Personnel</i>	<i>Administrative Costs Non-Personnel</i>
<i>DPS Personnel</i>	<i>DPS Non-Personnel</i>
<i>Outreach Personnel</i>	<i>Outreach Non-Personnel</i>
<i>Energy Conservation Personnel</i>	<i>Energy Conservation Non-Personnel</i>
<i>Direct Assistance Crisis</i>	<i>Direct Assistance Regular, Indirect Cost</i>
- Notification of contract and budget updates will be sent to THDA LIHEAP staff through SmartSimple.

Staff Role Assignments

While THDA will upload a list of all agency staff, each organization is responsible for setting up its own staff roles within SmartSimple to complete budgets and contracts.

System Administrator – Each subgrantee must designate a staff member to serve as the System Administrator. THDA will assign the Administrator Role in SmartSimple, and this individual will be responsible for assigning and managing roles within the system.

By default, all staff will initially be assigned as “Grantee in LIHEAP.” The Administrator will then update and reassign roles as appropriate.

Available Roles include:

- **Coordinator in LIHEAP**
- **LIHEAP Manager**
- **Signatory – includes fiscal staff and those responsible for signing contracts and budgets**



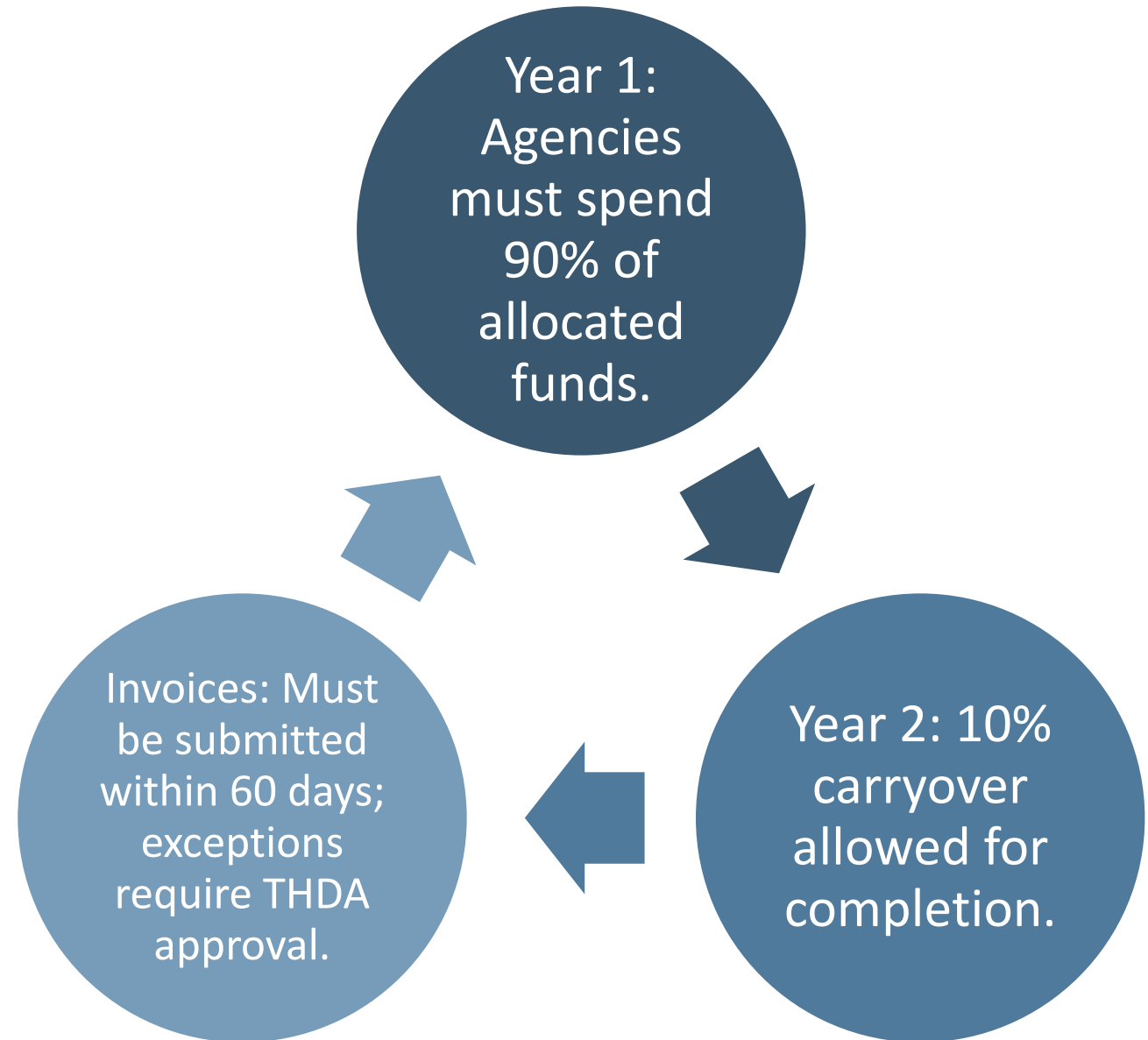
Federal Obligation Timelines

As noted in [LIHEAP IM-2022-02](#), it is the responsibility of grant recipients to timely obligate LIHEAP funding for allowable purposes in accordance with the grant recipients' own rules, to the extent they do not conflict with federal rules. Annual LIHEAP awards have two-year obligation periods.

As set forth in [42 U.S.C. § 8626 \(b\)\(2\)](#) and in the [LIHEAP Supplemental Terms and Conditions](#) (PDF), **at least 90 percent of any LIHEAP grant must be obligated in the same year it was awarded. Up to 10 percent of the award may be carried over for obligation in the following year.** Grant recipients must track all LIHEAP funds separately to ensure compliance with this requirement. LIHEAP funds that have not been obligated in accordance with this requirement are subject to return to the U.S. Department of Health and Human Services (HHS) for inclusion in the annual reallocation of unobligated funds.

<https://acf.gov/ocs/policy-guidance/liheap-im-2024-04-liheap-obligations-expenditures-and-refunds>

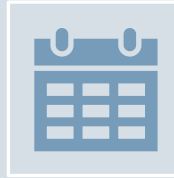
Federal Obligation Spend Down Rules



Obligation

90% of any fiscal year contract must be spent in the first year of the allocation.

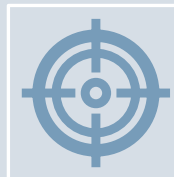
Only 10% should be carried over to the second year of that contract.



Federal deadlines: Tennessee must commit funds by set obligation dates.



Compliance risk: Late invoicing or unspent funds can jeopardize future funding.



Accountability: Obligation ensures accurate tracking and prevents over-allocation.

Programmatic Review

NOVEMBER 1, 2025 – SEPTEMBER 30, 2026



Application Processing and Eligibility

All applications must be entered into SmartSimple

- The paper application mirrors the SmartSimple questions and must remain intact.
- Paper applications must be uploaded into the applicant record.
- Applications must be entered directly into SmartSimple within 24 hours of receipt.

Eligibility Determination

- No longer based on a “point system.”
- Subgrantees enter **all household energy bills** into SmartSimple.
- The system calculates **energy burden** to determine need.

Priority of Service

- Vulnerable populations are served first.
- Households with the highest energy burden receive precedence.



Pre-Application Process for Vulnerable Populations

New Pre-Application Process

Launch Date: Prior to Program Year start – **November 1, 2025**

Purpose: Early access for vulnerable populations previously served by LIHEAP

Requirement: All pre-applications must be marked **November 1** in SmartSimple

Eligible to Submit Pre-Applications:

Applicants **60+ years old** receiving Social Security

Applicants receiving **SSI or SSDI**

Applicants submitting a **Verification of Disability form**

Reasonable Promptness Standards

Regular Assistance

Agencies must notify a regular assistance applicant within 45 calendar days from the end of the month in which the application was received.

Applicant Applies November 3,
2025

The end of the month from
November 3, 2025 is November
30, 2025

45 Days is: January 16, 2026
which is when the Applicant
must be notified and includes
the New Year holiday.

Reasonable Promptness Standards

Crisis Assistance

- Action must be taken within 48 hours to resolve an applicant's energy crisis.
- If the applicant is in a life-threatening situation, assistance must be provided within 18 hours.

The cutoff time for an application to be reviewed the following day is 3:00 p.m. on the day the application is submitted. This applies to both 18-hour and 48-hour Crisis applications.

Applicant Applies November 3, 2025

Applicant must be notified within 48 hours, excluding weekends and holidays, after a household applies

48 Hours is: November 5, 2025 which is when the Applicant must be notified.

Medical Need Applicant Applies November 3, 2025 at 1pm

Applicant must be notified within 18 hours, excluding weekends and holidays, after a household applies

18 Hours is: November 4, 2025 at 7pm which is when the Applicant must be notified.

Elimination of Priority Points 2026

Effective PY 2026

Priority Points will no longer determine placement or benefit amount

Why Change?

~80% of households already fell into “vulnerable” categories

Points rarely affected outcomes or benefit levels

System added complexity without improving fairness

New Approach

Simplified, targeted model

Prioritization based on:

- **Vulnerable status** (children <5, seniors 60+, disabilities, etc.)
- **Energy burden** within those groups

Result

Streamlined eligibility process

Benefits tied to actual household energy needs

Greater equity and consistency statewide



Tennessee

LIHEAP FY2024 State Profile

Total Funding Available
\$82,755,325

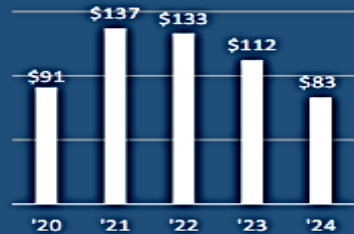
Total Households Served
117,801

Income Eligibility Requirements
\$54,118
for a 4-person household

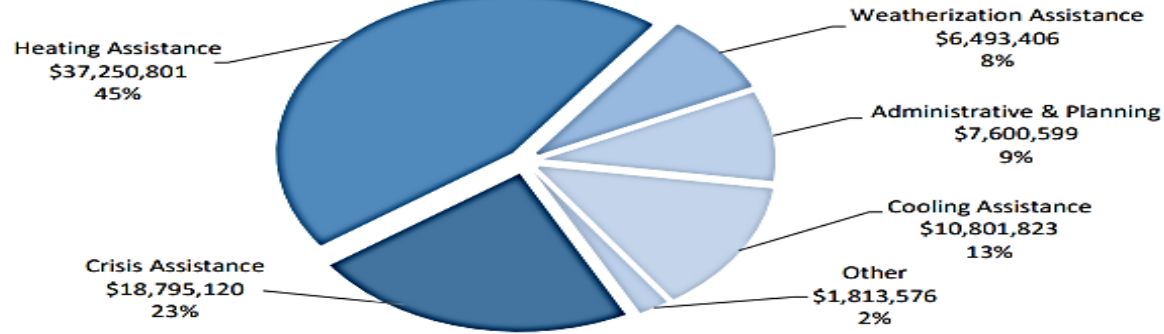
% of State Income-Eligible Population Served
17%

State Income-Eligible Population
687,679

Annual Funds, 2020-2024
(\$ millions)



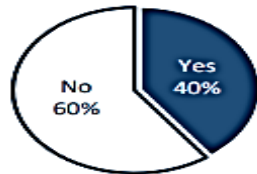
Uses of Funds



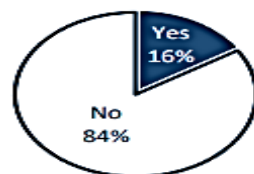
The Other category consists of:
Carryover to FY2025 (\$293,456)
Assurance 16 Activities (\$1,520,120)

Vulnerable Recipient Households

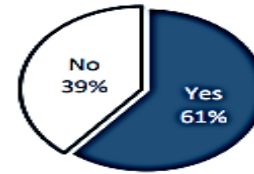
Households with Elderly Member



Households with Young Child



Households with Disabled Member



Households with Any Vulnerable Member



Types of Assistance

Heating Assistance served 67,409 households with reported average benefits of \$726 (regular LIHEAP funds) and \$714 (LIHEAP IJA funds).

Cooling Assistance served 18,205 households with reported average benefits of \$724 (regular LIHEAP funds) and \$710 (LIHEAP IJA funds).

Year-Round Crisis Assistance served 31,923 households with reported average benefits of \$744 (regular LIHEAP funds) and \$749 (LIHEAP IJA funds).

Weatherization Assistance served 264 households. Additional households will be served in FY2025 with the FY2024 funds.

Data are current as of May 30, 2025.
For more information, see <https://liheappm.acf.hhs.gov/>

TENNESSEE FY2024 LIHEAP

PERFORMANCE MANAGEMENT SNAPSHOT

In FY2024, Tennessee furnished LIHEAP bill payment assistance to 117,537 households. They collected energy burden data for 94,723 households (80.6%).

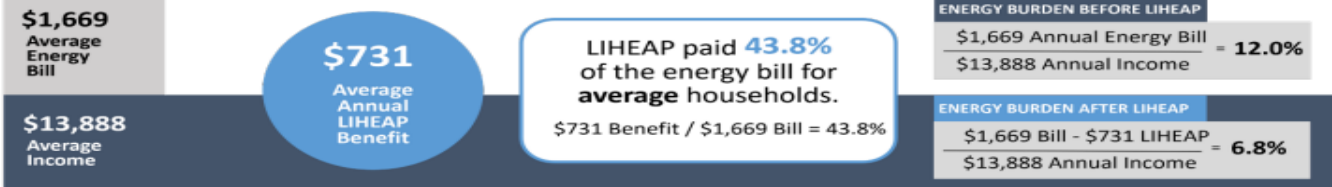
Does LIHEAP furnish higher benefits to higher burden households?

Yes. In Tennessee, the total LIHEAP benefit received by high burden households in FY2024 was about **\$66 (9.0%) more** than the total LIHEAP benefit received by the average recipient household.

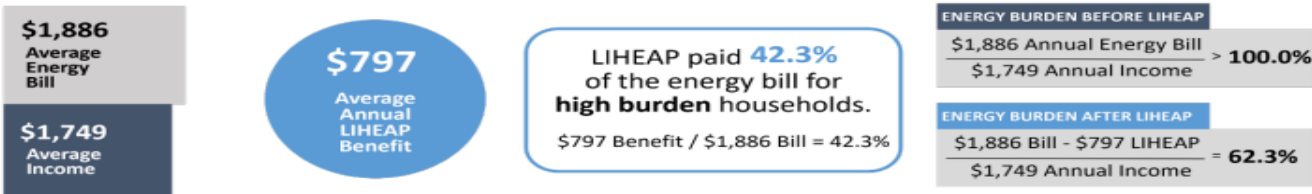
Does LIHEAP pay a larger share of the home energy bill for high burden households?

No. In FY2024, LIHEAP paid **43.8%** of the energy bill for average households in Tennessee, while LIHEAP paid **42.3%** of the energy bill for high burden households.

All Households



High Burden Households



Prevention and Restoration of Home Energy Service Loss

As a Result of Bill Payment Assistance

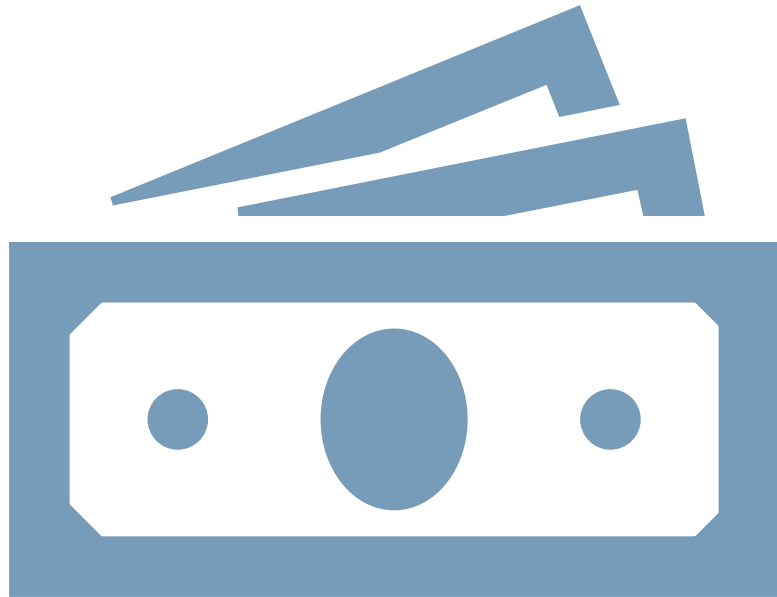
Prevention (88%)
37,921 Occurrences

Restoration (12%)
5,059 Occurrences

As a Result of Equipment Repair or Replacement

Tennessee did not report preventions or restoration as a result of equipment repair or replacement

- In FY2024, LIHEAP benefits in Tennessee **prevented the loss of service 37,921 times**, by stopping threatened utility service disconnections and by delivering fuels to homes that were at risk of running out.
- In FY2024, LIHEAP benefits **restored home energy service 5,059 times** for households who had been disconnected by their utility provider or who had run out of fuel oil, propane, or wood.



Benefit Levels for 2026

INCOME LEVELS AND ENERGY BURDEN

Determining Priority of Service

Applicants will be assisted in the following order:

Age 60+ and receiving **Social Security**

Receiving **SSI/SSDI** or submitting a **Verification of Disability** form (signed by a licensed physician/healthcare professional)

Households with **children age 5 and under**

Active Military and Veterans

Applicants with the **highest energy burden**



Aligning Benefits with Household Needs – LIHEAP 2026

Benefit Matrix Determination

The updated benefit matrix is based on three primary factors:

- **Household size**
- **Total countable income**
- **Energy burden percentage**

Benefit levels have been adjusted to align more closely with true need. The revised matrix, included below, outlines benefit amounts by household size and qualifying energy burden levels.



Benefit Matrix Adjustments 2026

Benefit Levels for LIHEAP 2026

- Estimated **\$57.4M** in household benefits
- Benefits now adjust by **household size** to better reflect energy use



Household Size	Group	% of Households	Benefit Notes
1–2 people	Small	72.8%	Standard benefit
3–5 people	Medium	24.2%	Higher than Small
6–8 people	Large	2.8%	Significantly higher
9–12 people	Extra Large	0.2%	Highest benefits

Key Points

- Larger households now receive **increased benefits**
- Benefits aim to cover about **1.5 months of energy bills**
- Larger households still face **lower % of total costs covered** due to higher usage

Annualized Income based on Family Size and Percentage of Poverty for LIHEAP 26

Family Size	0% - 50%	51% - 75%	76% - 100%	60% State Median Income (LIHEAP Income Standard)
1	\$0 - \$11,111.50	\$11,111.51 - \$13,615.50	\$13,615.51 - \$18,310.50	\$18,310.51 - \$32,053
2	\$0 - \$15,016.50	\$15,016.51 - \$18,400.50	\$18,400.51 - \$24,745.5	\$24,745.51 - \$41,915
3	\$0 - \$18,921.50	\$18,921.51 - \$23,185.50	\$23,185.51 - \$31,180.50	\$31,180.51 - \$51,778
4	\$0 - \$22,826.50	\$22,826.51 - \$27,970.50	\$27,970.51 - \$37,615.50	\$37,615.51 - \$61,641
5	\$0 - \$26,731.50	\$26,731.51 - \$32,755.50	\$32,755.51 - \$44,050.50	\$44,050.51 - \$71,503
6	\$0 - \$30,636.50	\$30,636.51 - \$37,540.50	\$37,540.51 - \$50,485.50	\$50,485.51 - \$81,336
7	\$0 - \$34,541.50	\$34,541.51 - \$42,325.50	\$42,325.51 - \$56,920.50	\$56,920.50 - \$83,215
8	\$0 - \$38,446.50	\$38,446.51 - \$47,110.50	\$47,110.51 - \$63,355.50	\$63,355.51 - \$85,064
9	\$0 - \$42,351.50	\$42,351.51 - \$51,895.50	\$51,895.51 - \$69,790.50	\$69,790.51 - \$86,913
10	\$0 - \$46,256.50	\$46,256.51 - \$56,680.50	\$56,680.51 - \$76,225.50	\$76,225.51 - \$88,763
11	\$0 - \$50,161.50	\$50,161.51 - \$61,465.50	\$61,465.51 - \$82,660.50	\$82,660.51 - \$90,612
12	\$0 - \$54,066.50	\$54,066.51 - \$66,250.50	\$66,250.51 - \$89,095.50	\$89,095.51 - \$92,461

Benefit Levels for LIHEAP 26

		Energy Burden 1 Energy Burden 2 Energy Burden 3 Energy Burden 4 Energy Burden 5 Energy Burden 6 Energy Burden 7 Energy Burden 8 Energy Burden 9										
Income Group	Household Members	Income Start	Income End	0.0000 - 0.0509	0.0510 - 0.0671	0.0672 - 0.0827	0.0828 - 0.0997	0.0998 - 0.1214	0.1215 - 0.1528	0.1529 - 0.2181	0.2182 - 0.9999	1.0000 or greater
A	1	\$0.00	\$11,111.50	\$174	\$270	\$320	\$380	\$470	\$560	\$710	\$750	\$750
B	1	\$11,111.51	\$13,615.50	\$174	\$250	\$305	\$370	\$450	\$555	\$705	\$750	\$750
C	1	\$13,615.51	\$18,310.50	\$174	\$250	\$305	\$370	\$445	\$550	\$700	\$750	\$750
D	1	\$18,310.51	\$32,053.00	\$174	\$250	\$305	\$370	\$445	\$540	\$700	\$750	\$750
A	2	\$0.00	\$15,016.50	\$174	\$270	\$320	\$380	\$470	\$560	\$710	\$750	\$750
B	2	\$15,016.51	\$18,400.50	\$174	\$250	\$305	\$370	\$450	\$555	\$705	\$750	\$750
C	2	\$18,400.51	\$24,745.50	\$174	\$250	\$305	\$370	\$445	\$550	\$700	\$750	\$750
D	2	\$24,745.51	\$41,915.00	\$174	\$250	\$305	\$370	\$445	\$540	\$700	\$750	\$750
A	3	\$0.00	\$18,921.50	\$240	\$385	\$410	\$480	\$540	\$600	\$720	\$750	\$750
B	3	\$18,921.51	\$23,185.50	\$225	\$270	\$340	\$410	\$470	\$555	\$720	\$750	\$750
C	3	\$23,185.51	\$31,180.50	\$225	\$270	\$340	\$400	\$450	\$540	\$710	\$750	\$750
D	3	\$31,180.51	\$51,778.00	\$225	\$270	\$340	\$390	\$445	\$540	\$700	\$750	\$750
A	4	\$0.00	\$22,826.50	\$240	\$385	\$410	\$480	\$540	\$600	\$720	\$750	\$750
B	4	\$22,826.51	\$27,970.50	\$225	\$270	\$340	\$410	\$470	\$555	\$720	\$750	\$750
C	4	\$27,970.51	\$37,615.50	\$225	\$270	\$340	\$400	\$450	\$540	\$710	\$750	\$750
D	4	\$37,615.51	\$61,641.00	\$225	\$270	\$340	\$390	\$445	\$540	\$700	\$750	\$750
A	5	\$0.00	\$26,731.50	\$240	\$385	\$410	\$480	\$540	\$600	\$720	\$750	\$750
B	5	\$26,731.51	\$32,755.50	\$225	\$270	\$340	\$410	\$470	\$555	\$720	\$750	\$750
C	5	\$32,755.51	\$44,050.50	\$225	\$270	\$340	\$400	\$450	\$540	\$710	\$750	\$750
D	5	\$44,050.51	\$71,503.00	\$225	\$270	\$340	\$390	\$445	\$540	\$700	\$750	\$750
A	6	\$0.00	\$30,636.50	\$320	\$525	\$565	\$645	\$720	\$750	\$750	\$750	\$750
B	6	\$30,636.51	\$37,540.50	\$300	\$385	\$500	\$580	\$680	\$750	\$750	\$750	\$750
C	6	\$37,540.51	\$50,485.50	\$300	\$385	\$500	\$580	\$680	\$750	\$750	\$750	\$750
D	6	\$50,485.51	\$81,336.00	\$300	\$385	\$500	\$580	\$680	\$750	\$750	\$750	\$750
A	7	\$0.00	\$34,541.50	\$320	\$525	\$565	\$645	\$720	\$750	\$750	\$750	\$750
B	7	\$34,541.51	\$42,325.50	\$300	\$385	\$500	\$580	\$680	\$750	\$750	\$750	\$750
C	7	\$42,325.51	\$56,920.50	\$300	\$385	\$500	\$580	\$680	\$750	\$750	\$750	\$750
D	7	\$56,920.51	\$83,215.00	\$300	\$385	\$500	\$580	\$680	\$750	\$750	\$750	\$750

An illustration of a laptop with a white screen. On the screen is a checklist with three items, each consisting of a green checkmark in a blue box followed by two horizontal lines. The laptop is silver with a black keyboard and a grey trackpad. The background is a solid orange color.

TRACKING AND REPORTING

Changes in LIHEAP 2026 Program

Verification of Income



Households reporting **no income** must complete a Zero-Income / **Verification of Income & Expenses Form**

Self-declaration Zero-Income forms are no longer accepted

Verification ensures:

- Reduced fraud and waste
- **Accurate benefit determination**
- **Compliance** with federal and state regulations

How are you paying your monthly bills with zero income? If you have not been paying your monthly bills, please explain.

If someone helped pay your bills in the month listed above, list their name below:

Name: _____ Gift. Total: \$ _____
Name: _____ Loan. Total: \$ _____

Do you live with a friend or relative? and are they listed in the application ☐ Yes ☐ No

If Yes, list name and phone number:

Verification of Disability Form

Self-declaration of disability is no longer accepted

New **Verification of Disability Form** is required if applicant is **not receiving SSDI**

If disability is expected to last **12 months or more**, a licensed medical professional must complete the form

Applicants receiving **SSI with a disability** must also submit the form



The above-named individual is an applicant for, or a participant in, a federally funded program operated by **AGENCY NAME** and in partnership with the Tennessee Housing Development Agency (THDA) and has stated they are permanently disabled. Disability must be verified to determine full qualifying factors for the Low-Income Home Energy Assistance Program (LIHEAP). Your prompt completion of this form is appreciated.

PLEASE COMPLETE THE MEDICAL CERTIFICATION

PART III: MEDICAL CERTIFICAL OF NEED – to be completed by Physician/Health Care Professional

Crisis Funding Requirement

CRISIS INTERVENTION



No budget cap on Crisis assistance

All eligible applicants must be served year-round, as long as funds are available

Budget Requirements

Each budget must include a **Crisis line item**

50% of the previous years crisis expenditures (or THDA-designated amount) must be reserved until **March 15**

After March 15 → reserved Crisis funds will be **rolled into Direct Assistance**

Additional Requirement

If funds are available in **Direct Assistance**, they must be used to cover **Crisis first**

Agencies cannot claim “insufficient funding” while funds remain available

Verify Applicant Accounts with Vendors



Vendor Account Verification

Grantees must verify **active accounts with energy suppliers (Vendors)**

Verification must be completed **within 15 days** after the end of the month in which application determinations are made

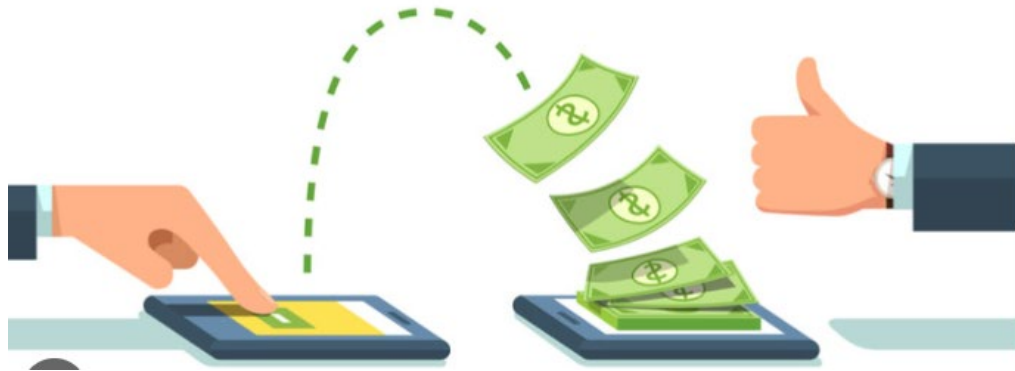
Applicant Applies
November 3, 2025

The end of the month from
November 3, 2025 is
November 30, 2025

45 Days is: January 16,
2026 which is when the
Applicant must be notified.

15 Days is: February 15,
2026 Verify Applicants
Account with Vendor.

Vendor Payments



Benefit Payments to Vendors

- Grantees must issue **benefit payments** to Vendors
- Payments are due **within 45 days** after the end of the month in which application determinations are made

Applicant Applies
November 3, 2025

The end of the
month from
November 3, 2025 is
November 30, 2025

45 Days is: January
16, 2026 which is
when the Applicant
must be notified.

15 Days is: February
15, 2026 Verify
Applicants Account
with Vendor.

45 Days is: March 17,
2026 Subgrantee
pays Vendor.

Invoicing Requirements

- Grantees must invoice **THDA within 60 days** of the end of the month in which application determinations are made
- Invoices may be submitted:
 - Weekly
 - Bi-weekly
 - **At minimum, monthly**
- Each invoice must include **required supporting documentation**
- **Payment is contingent** upon complete documentation as prescribed by THDA

60 Days is: April 1, 2026 Subgrantee sends invoice to THDA.



Admin and Direct Assistance Invoice Submission

Invoices submitted with reduced paperwork

Refund Report – *Details about refunds once finalized with HHS*

Invoice Form will be on-line in SmartSimple

Agencies will include a General Ledger (GL) for Admin,DPS,
Outreach, and Education

Direct Assistance will be generated through the SmartSimple
invoice

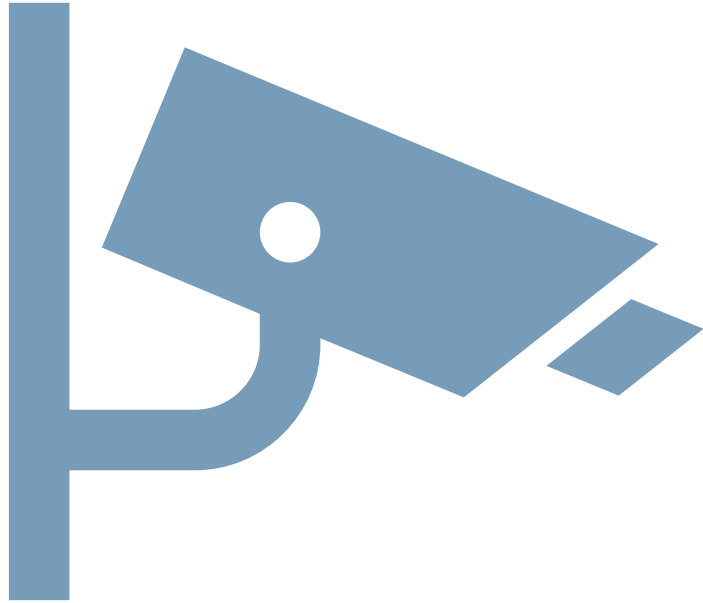
Invoices should be submitted weekly, bi-weekly, but at a
minimum once a month.

Direct Assistance invoices can be submitted as often as once a
week.

Invoices submitted outside of the 60-day timeframe will be
allowed **one time** during the fiscal year with a detailed letter
from the Executive Director.

Monitoring

Programmatic Monitoring will be conducted by the Compliance and Asset Management Division when ***30% of the subgrantee's contract funds*** have been ***expended***. The agency will receive contact two (2) weeks before the scheduled review with details regarding the monitoring process, expectations, and a checklist. A notification email packet, which includes monitoring tools, will be sent to the subgrantee in advance. Additionally, a Client Summary List will be sent one day before the monitoring to ensure that the subgrantee pulls the appropriate files (regular, crisis, denied, and pending applications).



Fraud, Waste, and Abuse

We use multiple resources to detect fraud, waste, and abuse.

- SmartSimple detects duplicate SSNs across Tennessee
- SmartSimple detects clients that move from area to area
- Comptroller Hotline
- Monitoring Visits
- Fair Hearing Process
- Single Audit
- Signature Requirements
- Agencies report allegations and investigations regarding fraud, waste, and abuse to THDA

Office of Inspector General

ACF Training

What is Fraud?
Enhancing Program
Integrity, by the Office
of Community
Services Division of
Energy Assistance

OIG Categories of Grant Fraud¹

CONFLICTS OF INTEREST

- ❖ Hiring a relative as an employee or as a vendor to supply grant-funded products.
- ❖ Purchasing goods or services from a business in which the grant recipient has an ownership interest.

THEFT

- ❖ Fictitious transactions
- ❖ Misusing credit card designated for grant-funded purchases.

MATERIAL FALSE STATEMENTS

- ❖ Falsifying certifications
- ❖ Failing to maintain adequate supporting documentation about the use of funds.
- ❖ Misrepresenting elements of costs.
- ❖ Charging unallowable costs.

¹Reducing Grant Fraud Risk: A Framework for Grant Training
Financial Fraud Enforcement Task Force
Recovery Act, Procurement, and Grant Fraud Working Group, March 2012



Fraud, Waste and Abuse

All subgrantees are required to report known or suspecting fraud, waste, or abuse, to TN Comptroller's Office.



In 2007, The General Assembly passed the "Local Government Instances of Fraud Reporting Act" This act provides that public officials "with knowledge based upon available information that unlawful conduct has occurred shall report the information in a reasonable amount of time to the office of the Comptroller of the Treasury" The act defines "public entity," "public official," "reasonable amount of time," and "unlawful conduct."



If you observe an agency director or employee engaging in any activity which you consider to be illegal, improper or wasteful, please call the State Comptroller's Toll-Free Hotline: 1-800-232-5454

Client Confidentiality

The subgrantee needs to have a written process in place on how to handle a subgrantee employee application.

- Outside Client
- Internal Client
- Client Known to Agency

Signature _____

Date _____

Typical Assurance 16 Features

LIHEAP Statute: Reduce household home energy needs

Energy Education

- Energy Education Classes
- Vendor Workshops
- Hands-on Conservation Exhibits

One-to-One Energy Education

- Videos, Online trainings, Case Management
- Meter Reading, Usage Tracking, Thermostat Programming
- Budget counseling
- Energy Conservation, to discuss ways to change habits

Assurance 16

Establish goals

- Reduce household energy costs
- Reduce energy crisis assistance need
- Increase household income available for energy costs

Target Groups

- Households with elderly, disabled, active duty or veterans, and/or families with children 5 and under
- Households previously assisted under the Crisis program
- Households with a high energy burden

Components and Service Delivery

- Components: Case Management, Financial counseling, Energy Education

Vendor Negotiations and more

- Service Delivery: Workshops, One-to-one, In-Home, Targeted Media
- Use historical and real-time data to identify ZIP codes with the highest concentration of need

LIHEAP Advisory Committee (LAC)



LIHEAP Advisory Committee (April 2025)

Formed by **THDA** to strengthen transparency and stakeholder input

Members elected by partner agencies, with added energy provider representation

Engages in discussions on **program changes and improvements**

LAC Committee Members

- Provides **objective policy guidance**
- Recommends **program improvements**
- Ensures **compliance** with federal & state requirements
- Focused on serving **eligible households effectively**



Elected LAC Members

East

- Small Agency – *Melanie McMahn*
- Large Agency – *Susan Dawes*

Middle

- Small Agency – *Robert Davis*
- Large Agency – *Katie Lee*

West

- Small Agency – *Chelsey Clay*
- Large Agency – *Farris Stout*

Ex Officio Seats

- TACA President – *Jason Stewart*
- TAHRA VP – *Mark Farley*

Weatherization and Referrals

The Weatherization Assistance Program is designed to assist low-income households in reducing their fuel costs while contributing to national energy conservation through increased energy efficiency and consumer education. Households that include young children, elderly or disabled members are given priority for service. Weatherization measures provided will reduce heat loss and energy costs by improving the thermal efficiency of dwelling units occupied by low-income households.

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