

<b>Program:</b> HEAP Fuel Assistance	<b>MHPN #</b> 2023-HEAP-018
<b>Action:</b> Non-Working Heating System	<b>Effective Date:</b> 11/8/2023
<b>Issued by:</b> MaineHousing, Energy and Housing Services	<b>Expired Date:</b>

**This MaineHousing Notice is being issued to provide clarification regarding Households with non-working heating systems on the Create Date Non-Online/Application Intake Date.**

## 1. Non-Working Heating System

HEAP Handbook Section 17: Completing the Application, subsection K.5.b., A Heating System that is “Not Working” on the Create Date Non-Online/Application Intake Date cannot be designated as the Primary Heating System if there is another Heating System that is “Working” or “Not Working Well”, regardless of capacity to adequately heat the Dwelling.

**Clarification:** If a Heating System that is designated as Not Working on the Create Date Non-Online/Application Intake Date is later fixed and Working or Not Working Well, the Applicant may complete a Change of Product since they were unable to select the Fuel Type of the Non-Working Heating System as the Requested Fuel Type on the Create Date Non-Online/Application Intake Date.

## 2. Notice Contact

Kathryn Levesque, Manager of Energy Services ▪ [liheap@mainehousing.org](mailto:liheap@mainehousing.org)

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*Lauren Bustard, Maine State Housing Authority, 26 Edison Drive, Augusta, Maine 04330,  
Telephone Number 1-800-452-4668 (voice in state only), (207) 626-4600 (voice) or Maine Relay 711.*

