



## Office of Temporary and Disability Assistance

KATHY HOCHUL  
Governor

BARBARA C. GUINN  
Commissioner

RAJNI CHAWLA  
Executive Deputy Commissioner

### General Information System (GIS) Message

#### Section 1

<b>Transmittal:</b>	25DC085 Upstate and New York City
<b>Date:</b>	November 28, 2025
<b>To:</b>	Subscribers
<b>Suggested Distribution:</b>	Commissioners, TA and SNAP Directors, HEAP Coordinators, WMS Coordinators, Accounting Supervisors
<b>From:</b>	Valerie Figueroa, Deputy Commissioner, Employment and Income Support Programs
<b>Subject:</b>	2025-2026 Home Energy Assistance Program (HEAP) Regular Component Opening Date
<b>Effective Date:</b>	December 1, 2025
<b>Contact Information:</b>	HEAP Bureau at (518) 473-0332 or <a href="mailto:NYSHEAP@otda.ny.gov">NYSHEAP@otda.ny.gov</a>
<b>Attachments:</b>	None

#### Section 2 - 2025-2026 Regular HEAP Benefit Component Opening Date

This GIS is to inform social services district (districts) that the 2025-2026 Regular HEAP benefits component will open on Monday, December 1, 2025.

#### Section 3 - Regular HEAP Benefit Applications

Effective December 1, 2025, districts must begin accepting applications for Regular HEAP benefits. Districts may use the LDSS-5000 (Rev. 7/22), Home Energy Assistance Program - Guarantee of Payment Letter (GOP) to assist households eligible for the Regular HEAP benefit facing an energy crisis, including: a utility shutoff, the threat of termination, low fuel or no fuel. The GOP may be sent to the household's Regular benefit vendor to ensure immediate deliverable delivery or prevent utility suspension.

The Regular HEAP benefit is scheduled to operate through April 7, 2026, or until funding is exhausted, whichever occurs first. Districts will be notified via GIS of any program operation date changes.

All applicants outside of New York City (NYC) may apply for Regular HEAP benefits online through [myBenefits](#). Applicants who reside in NYC may apply for Regular HEAP benefits online through [ACCESS HRA](#). The HEAP application will be available on [myBenefits](#) and [ACCESS HRA](#) starting December 1, 2025.

Applicants may also apply for Regular HEAP benefits statewide by submitting paper applications by mail, fax, or in person at a district or alternate certifier. A list of [local district HEAP offices](#) may be found on OTDA's website. A printable HEAP Application (LDSS-3421) will be available for public download on the OTDA Website starting December 1, 2025.

---

## **Section 4 - Additional Information**

Detailed information on the 2025-2026 program will be provided via Local Commissioner Memorandum (LCM).

Questions may be directed to the district's HEAP Bureau liaison.