

# LIHEAP2016

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

**NEW YORK CITY REGIONAL CONFERENCE**

## AGENDA

### Day 1

9:00 am – 9:15 am

#### OCS Welcome and Introduction

Description: Greetings and welcome to the 2016 regional conference!

Speaker: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*

9:15 am – 10:15 am

#### Energy Security, Indoor Temperatures, and Health

Description: This session will cover how indoor temperatures can impact health and the role LIHEAP can play in addressing such health and safety issues.

Moderator: *Josephine Rago-Adia, Program Analyst, Division of Energy Assistance*

Speakers: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*

*Jonathan White, Senior Advisor for Strategic Initiatives, Administration for Children and Families (ACF)*

10:15 am – 10:30 am

#### Break

10:30 am – 11:30 am

#### State Track: Grantee Experiences With Delivered Fuel Vendors

Description: This session will discuss the experiences of LIHEAP State grantees in collecting and reporting energy expenditure data from delivered fuel vendors, including best practices for reaching out to vendors, gaining cooperation, setting up data collection procedures, and processing data.

Moderator: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*

Speaker: *Melissa Torgerson, APPRISE*



ADMINISTRATION FOR

**CHILDREN & FAMILIES**

**Tribal Track: Working With Deliverable Fuel Vendors**

Description: During this session, we will discuss vendors, checking quality and quantity, and reconciling multiple deliveries with the total benefit amounts.

Moderator: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*

Speakers: *Josephine Rago-Adia, Program Analyst, Division of Energy Assistance*  
*John Thompson, Auditor, Division of Energy Assistance*

11:30 am – 1:00 pm

**Lunch Break**

1:00 pm – 2:00 pm

**Obligations vs. Expenditures**

Description: Obligations, refunds, carryover, expenditures, and what you need to know and understand about them.

Moderator: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*

Speakers: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*  
*John Thompson, Auditor, Division of Energy Assistance*

2:00 pm – 3:00 pm

**Monitoring Trends**

Description: Based on outcomes from site visits and reviews of LIHEAP plans, this session will discuss trends and be specific to each region. Lessons learned, drawdown vs. obligations, mixed status households, etc. will all be covered.

Moderator: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*

Speakers: *Josephine Rago-Adia, Program Analyst, Division of Energy Assistance*  
*Akm Rahman, Operations Branch Chief, Division of Energy Assistance*  
*John Thompson, Auditor, Division of Energy Assistance*

3:00 pm – 3:15 pm

**Break**

3:15 pm – 4:15 pm

**Networking**

Description: Learn about the Peer-to-Peer Mentorship Program and talk to other LIHEAP grantees. This is your opportunity to learn from other States and Tribes and hear what is going on with their programs. All are encouraged to attend and participate!

## Day 2

9:00 am – 10:00 am

### **State Track: Reporting**

Description: This session will show the linkages among the Model Plan, the Household Report, the Performance Data Form, and the Carryover and Reallotment Report, and will help State grantees understand how to maintain consistency among this set of reports.

Moderator: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*

Speaker: *Melissa Torgerson, APPRISE*

### **Tribal Track: Tribal Reporting**

Description: This session will cover required LIHEAP reporting for Tribes, including the Model Plan, Household Report Short Form, and the Carryover and Reallotment Report. It will go over what to request from your finance staff, and what it means to have reallotment and how those funds should be treated in the HHS Payment Management System.

Moderator: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*

Speakers: *Josephine Rago-Adia, Program Analyst, Division of Energy Assistance*  
*John Thompson, Auditor, Division of Energy Assistance*

10:00 am – 11:00 am

### **ACF Capabilities to Support States, Tribes, and Territories in Disaster Preparedness, Response, and Recovery**

Description: During this session, we will discuss LIHEAP policies and have the ACF Office of Disaster Management share their best practices.

Moderator: *John Thompson, Auditor, Division of Energy Assistance*

Speakers: *Josephine Rago-Adia, Program Analyst, Division of Energy Assistance*  
*Captain Mary Riley, Director, Office of Human Services Emergency Preparedness Response*

11:00 am – 11:15 am

### **Break**

11:15 am – 12:15 pm

### **Community Solar Partnerships**

Description: Learn about the possibilities of community solar projects and how LIHEAP can play a role in making solar available to low-income communities.

Moderator: *John Thompson, Auditor, Division of Energy Assistance*

Speakers: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*  
*Odette Mucha, Program Analyst, U.S. Department of Energy*  
*Michelle Andry, Project Manager, New York State Energy Research and Development Authority*

12:15 pm – 1:45 pm

### **Lunch Break**

- 1:45 pm – 2:45 pm      **Roundtables**  
 Description: Open session for State and Tribal grantees to talk with one another on different topics.
- 2:45 pm – 3:00 pm      **Break**
- 3:00 pm – 4:00 pm      **State Track: Performance Management**  
 Description: In this session, State grantees will learn how to use LIHEAP performance data from the Data Warehouse to document current program outcomes and identify ways to make programmatic changes that improve targeting to high-burden and vulnerable households.  
 Moderator: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*  
 Speaker: *Melissa Torgerson, APPRISE*
- Tribal Track: Policy Discussion**  
 Description: This will be an open discussion on the policy manuals and other related policy questions.  
 Speaker: *Yuliya Rzas, Energy Program Policy Specialist, Division of Energy Assistance*
- 4:00 pm – 5:00 pm      **LIHEAP Virtual Library**  
 Description: Grantees will have an opportunity to get an in-depth look at the brand new virtual library. Learn about new resources, provide feedback, and get to know this valuable tool.  
 Moderator: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*  
 Speaker: *Melissa Torgerson, APPRISE*

## Day 3

8:30 am – 9:30 am

### Local Agencies

Description: This session will include grantees discussing their experiences from the trenches. We will cover the Federal perspective from OCS with expectations and responsibilities. Grantee speakers from each region will talk about their experiences in terms of turning agencies around, recompeting contracts, technical assistance, and capacity building.

Moderator: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*

Speakers: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*

### **State Representatives**

*Lewis Babbitt, Chief of Program Development, Low-Income Heating, State of Rhode Island*

*Celeste Lovett, Manager, Fuel Assistance Program, State of New Hampshire (via webinar)*

*Carlene Taylor, Social Services Program Administration Manager, State of Connecticut, Department of Social Services*

9:30 am – 9:45 am

### Break

9:45 am – 10:45 am

### Evaluation of Assurance 16 Programs

Description: APPRISE will show you how to ensure that you have the data that you need to report the inputs, outputs, and outcomes of your Assurance 16 activities and will furnish a model for measuring Assurance 16 program impacts.

Moderators: *Yuliya Rzad, Energy Program Policy Specialist, Division of Energy Assistance*

Speakers: *Josephine Rago-Adia, Program Analyst, Division of Energy Assistance*  
*Melissa Torgerson, APPRISE*

10:45 am – 11:45 am

### Closing Remarks

Description: A final review of the conference and thank you for all attendees.

Speaker: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*

11:45 am – 12 noon

### Open Q&A With the HHS

Description: Based on questions received from grantees in advance of the regional conference, the OCS team will conduct this open question-and-answer session with attendees.

Moderator: *Akm Rahman, Operations Branch Chief, Division of Energy Assistance*

12 noon – 4:00 pm

### One-on-One Consultations for Grantees

Description: OCS and APPRISE staff will be available for 30-minute consultations with grantees. Meetings will need to be scheduled in advance by contacting OCS.