

## Instructions for LIHEAP Assessment Form

- A. Fill out general information at the top of the page: Agency; Assessor; Date; Client Name and Number.
  
- B. Under HEATING SYSTEM REPLACEMENT:
  - 1. Check the box that applies to the existing situation.
  - 2. If the Replacement will be for EE or is sealed combustion check those boxes AND/OR check the H&S box.
  - 3. You can perform a combustion efficiency test and write in the actual efficiency or you can default to the estimated efficiencies listed on the form.
  - 4. If it is a Clean and Tune check either or both boxes.
  - 5. In the COMMENTS box please add details on the existing condition and describe any unusual circumstances or specifics that need to be noted.
  - 6. Take before and after photos and add them on a page to the file.
  
- C. Under WATER HEATER REPLACEMENT:
  - 1. Check the box that applies to the existing situation.
  - 2. If the Replacement will be for EE or is sealed combustion check those boxes AND/OR check the H&S box.
  - 3. You can perform a combustion efficiency test and write in the actual efficiency or you can default to the estimated efficiencies listed on the form
  - 4. If it is a Clean and Tune check either or both boxes.
  - 5. In the COMMENTS box please add details on the existing condition and describe any unusual circumstances or specifics that need to be noted.
  - 6. Take before and after photos and add them on a page to the file.
  
- D. OTHER WEATHERIZATION MEASURES: Needs an AkWarm if you are doing general energy efficiency weatherization activities such as attic insulation, floor insulation, wall wraps, etc.

Every client served by LIHEAP either needs an AkWarm or this form in the file.