



# STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

25 SIGOURNEY STREET • HARTFORD, CONNECTICUT 06106-5033

TO: All Petroleum Product Vendors

FROM: Dakibu Muley MS, MSW,  
Director of Integrated Services 

SUBJECT: Supplier/Vendor Conditions of Participation Form

DATE: September 30, 2013

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Attached please find the 2013-2014 Supplier/Vendor Conditions of Participation Form (hereinafter referred to as the "Document") for vendors of No. 2 oil, kerosene and propane, setting forth the conditions of participation in the energy assistance program administered by the state Department of Social Services (DSS). The conditions referenced in this Document apply to fuel deliveries made to households determined by Community Action Agencies to be eligible for benefits provided through the Connecticut Energy Assistance Program (CEAP) and the Contingency Heating Assistance Program (CHAP).

If your company wishes to participate in the delivery of fuel in accordance with the CEAP and CHAP programs, please complete, sign the attached Document and have it notarized. **Please return the attached Document as soon as possible to:**

Connecticut Department of Social Services  
Office of Community Services  
25 Sigourney Street, 10<sup>th</sup> Floor  
Hartford, Connecticut 06106-5033

Please note the following:

- **The first date for fuel deliveries is November 15<sup>th</sup>.**
- **The fuel authorization process remains the same as last year.** Vendors will deliver up to the identified amount. Vendors will receive authorizations from the Community Action Agency for "Basic," "Crisis Assistance" and "Safety Net Assistance" benefits **prior** to each delivery. **Only one delivery is to be made per authorization.** (Example - If you receive an authorization for \$585, and only deliver \$400, the remaining \$185 cannot be made under that same authorization.)
- **Vendors must provide verification of their registration with the Department of Consumer Protection, in accordance with Sec. 16a-23m of the Connecticut General Statutes.**
- Deliveries made under the Fixed Margin Pricing Program will be paid based on the daily No. 2 price. Vendors can obtain these prices by **checking the Vendor Information section of our website at [www.ct.gov/staywarm](http://www.ct.gov/staywarm) after 3:00 p.m. each day.** The posted prices reflect the amounts that will be paid for deliveries of No. 2 oil made on the following day.

- Eligible energy assistance clients may use a portion of their basic benefits to pay for a clean, tune and test of their deliverable fuel heating system. Landlord permission is required in a rental situation. **In order to be eligible for payment, the clean, tune and test must be authorized by the Community Action Agency.**
- Eligible Energy assistance clients may use a portion of their benefits to pay for a restart of their deliverable fuel heating system. Restart payment will be made, provided that sufficient funds remain in the eligible household's basic benefits. No more than one restart payment will be paid per household per program year. Payment for additional restarts will be the responsibility of the participating household.

DSS will use information from the Oil Price Information Service (OPIS) to determine the daily Fixed Margin Price, which will be used to pay oil vendors making deliveries to CEAP or CHAP households. The Fixed Margin Price will be based on the daily OPIS Standard No. 2 Fuel Oil with 0.3 sulfur content, Gross No. 2 Distillate Price, plus a fixed margin of 31 cents per gallon.

In addition, the Fixed Margin Pricing Program will continue to include county differentials in the pricing mechanism. The county differentials are as follows and **include the 31 cents fixed margin:**

Middlesex County	\$0.343
Hartford County	\$0.349
New London County	\$0.352
New Haven County	\$0.355
Litchfield County	\$0.377
Tolland County	\$0.409
Windham County	\$0.410
Fairfield County	\$0.425

The following example is for demonstration purposes.

Under the Fixed Margin Pricing Program pricing mechanism, oil deliveries made on Wednesday, December 5, 2012 were paid based on the Tuesday New Haven Rack Average OPIS Price, as provided on Tuesday, December 4, 2012 by OPIS. The price was determined as follows:

\$3.148	New Haven Rack Average OPIS Price, Tuesday, 12/4/12
.310	Fixed Margin
<u>.115</u>	County Differential – Fairfield County
\$3.573	Total Fixed Margin Price for No. 2 oil – Wednesday, 12/5/12 (Fairfield County)

Please note, since each county has a different county differential, the Total Fixed Margin Price on any given day will vary from county to county.

Vendors who deliver in multiple counties will be paid in accordance with the county differential in which the delivery is made. DSS will determine all fixed margin prices.

**Vendors must put their retail price on all delivery tickets, bills or statements.** If the vendor's posted retail price is lower than the Fixed Margin Price, the vendor will be paid in accordance with the retail price.

For those deliveries of home heating oil paid by the program, vendors shall not charge CEAP or CHAP customers the difference between their retail price and the CEAP or CHAP payment.

The pricing mechanism may be adjusted by DSS to respond to unanticipated changes in the home heating oil market.

Deliveries made before an energy assistance customer's eligibility has been determined may be paid, if the customer is found eligible, and the delivery was made on or after **November 15, 2013**.

The attached Document once received and accepted by DSS, shall be in effect from November 15, 2013 through September 30, 2014. Important dates are provided below:

- **November 15, 2013**                      **First day for fuel authorizations or deliveries.**
- March 17, 2014                      Deadline for fuel authorizations or deliveries.
- May 1, 2014                              Last day that a household can apply to establish its eligibility for benefits unless the household is utility heated and has a shut off notice for its primary source of heat.
- May 15, 2014                            Last day that a utility heated household with a shut off notice for its primary source of heat can apply to establish its eligibility for benefits.
- May 30, 2014                            Last day to submit deliverable fuel bills.

**Please detach this memorandum and retain it for your records. If you have any questions concerning the completion of the Document, please call the Energy Services Unit at 1-800-842-1132.**

**You may also contact the CAA's if you have further questions.**

ABCD	(203) 394-6170	ACCESS	(860) 450-7429
BCO	(860) 584-2725 ext 35	CAANH	(203) 387-7700 ext 243
CACD	(203) 744-4700 ext 102	CRT	(860) 560-5730
HRANB	(860) 223-2288	NO/NOGM	(203) 575-4234
TEAM	(203) 736-5400	NEON	(203) 663-7347 Stamford/Norwalk area
TVCCA	(860) 425-6552		

**SUPPLIER/VENDOR CONDITIONS OF PARTICIPATION FORM**

**2013/2014 CONNECTICUT ENERGY ASSISTANCE PROGRAM (CEAP) AND  
CONTINGENCY HEATING ASSISTANCE PROGRAM (CHAP)**

The purpose of this Supplier/Vendor Conditions of Participation Form (hereinafter referred to as the "Document") is to establish the conditions for participation by vendors of No. 2 oil, kerosene and propane in the 2012/2013 energy assistance programs. The conditions referenced in this Document apply to fuel deliveries made to households eligible for the Connecticut Energy Assistance Program (CEAP) and the Contingency Heating Assistance Program (CHAP).

**PART I – DOCUMENT TERM AND IMPORTANT DATES**

This Document shall be in effect from November 15, 2013, through September 30, 2014. Important dates are provided below:

- **November 15, 2013**      **First day for fuel authorizations or deliveries**
- **March 17, 2014**      **Deadline for fuel authorizations or deliveries.**
- **May 1, 2014**      **Last day that a household can apply to establish its eligibility for benefits unless the household is utility heated and has a shut off notice for its primary source of heat.**
- **May 15, 2014**      **Last day that a utility heated household with a shut off notice for its primary source of heat can apply to establish its eligibility for benefits.**
- **May 30, 2014**      **Last day to submit deliverable fuel bills.**

**PART II – VENDOR INFORMATION**

List your **primarily used** business name.

Legal Business Name \_\_\_\_\_

Business Mailing Address \_\_\_\_\_  
P.O. Box or Street                      Town                      State                      Zip

Contact Person \_\_\_\_\_ FEIN, or Social Security # \_\_\_\_\_

Phone Number (    ) \_\_\_\_\_ Fax Number (    ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

**If your company does business sharing different names but with the same federal identification or social security number, list all other names that your company uses, including address and contact information. Please add additional pages if needed.**

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_  
P.O. Box/Street                      Town                      State                      Zip Code

Contact Person \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number ( ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

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Business Name \_\_\_\_\_

Business Address \_\_\_\_\_  
P.O. Box/Street                      Town                      State                      Zip Code

Contact Person \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number ( ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

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Business Name \_\_\_\_\_

Business Address \_\_\_\_\_  
P.O. Box/Street                      Town                      State                      Zip Code

Contact Person \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number ( ) \_\_\_\_\_

E-mail Address \_\_\_\_\_

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**Additional Information**

**1. Indicate which Community Action Agency(s) your company does or would like to do business with. (Please Check)**

- |  |   |
|--|---|
| <input type="checkbox"/> ABCD (Bridgeport area)              | <input type="checkbox"/> HRANB (New Britain)              |
| <input type="checkbox"/> ACCESS (Willimantic/Danielson area) | <input type="checkbox"/> NEON (Norwalk/Stamford area)     |
| <input type="checkbox"/> BCO (Bristol area)                  | <input type="checkbox"/> NO/NOGM (Waterbury/Meriden area) |
| <input type="checkbox"/> CAANH (New Haven area)              | <input type="checkbox"/> TEAM (Derby/Ansonia area)        |
| <input type="checkbox"/> CACD (Danbury area)                 | <input type="checkbox"/> TVCCA (Norwich/New London area)  |
| <input type="checkbox"/> CRT (Hartford/Middletown area)      |   |

**2. Indicate whether your company will accept new energy assistance customers that reside in your service territory.     Yes     No**

**3. Indicate the type(s) of services your company provides.**  
 Clean, Tune & Test Services     Annual Service Contracts

4. Please indicate emergency/special fees charged to your regular customers, if any, for the following:  
(The following fees will only be paid if the service is requested in writing by a Community Action Agency.)

Same-day, weekday delivery: \$ \_\_\_\_\_  
Same-day, weeknight delivery: \$ \_\_\_\_\_  
Same-day, weekend delivery: \$ \_\_\_\_\_  
Furnace start-up: \$ \_\_\_\_\_  
Minimum delivery: \_\_\_\_\_ \* Fee if not met: \$ \_\_\_\_\_ \*\*

(The above identified fees will only be paid if the service is requested by a Community Action Agency.)

\* - Pursuant to Section 16a-22b of the Connecticut General Statutes, the minimum heating oil or propane delivery shall be one-hundred (100) gallons. Vendors may choose to set their minimum delivery requirements at less than one-hundred (100) gallons, but cannot set a higher minimum delivery limit.

\*\* - In the event that the client's oil tank cannot accommodate a minimum delivery, vendors will receive payment up to the amount of the vendor's minimum delivery requirements (not to exceed 100 gallons) or the vendor's minimum delivery fee, whichever cost is less.

### PART III – GENERAL PROVISIONS

\_\_\_\_\_  
(Full Name of Vendor)

hereinafter referred to as "Vendor," does hereby agree that it, its trade name(s) and d.b.a(s) shall:

1. Not bill an energy assistance customer or Community Action Agency more for services or product than billed to any other customer who orders the same services or quantities of product;
2. Legibly post on all invoices, statements and metered tickets the client name, service address and the current (as of date of delivery) residential retail rate per gallon;
3. Extend to energy assistance customers any prompt payment discounts afforded other customers, and shall provide that the beginning of the discount period commences upon the date of the Vendor's presentation of the bill to the Community Action Agency;
4. Make deliveries in accordance with Sec. 16a-22a of the Connecticut General statutes;
5. Make deliveries within the amounts authorized by the Community Action Agency. Vendors will receive authorizations from the Community Action Agency for "Basic," "Crisis Assistance" and "Safety Net Assistance" benefits **prior to each delivery. Only one delivery is to be made per authorization;**
6. Agree that the energy assistance program may cover the cost of a clean, tune and test for an energy assistance customer, providing that sufficient funds remain in the eligible household's basic benefits. **In order to be eligible for payment, the clean, tune and test must be authorized by the Community Action Agency;**

7. Agree that the energy assistance program may pay for up to one (1) restart per household during the program year. Restart payment will be made, providing that sufficient funds remain in the eligible household's benefits. Payment for additional restarts will be the responsibility of the participating household;
8. Allow inspection by the state or an agent of the state of any company records deemed necessary by the state or said agent for verification of the accuracy and legitimacy of invoices, including, but not limited to retail rates per gallon;
9. Agree to retain all records related to participation in the program for a period of three years from the close of the program;
10. Agree that in the case of a disputable invoice, the state reserves the right to withhold payment until resolution of the matter;
11. Agree that in order to receive payment, the energy assistance customer and/or Vendor must submit bills to the Community Action Agency by May 30, 2014;
12. Submit this properly executed Document in order to be included on the Approved Supplier Vendor List;
13. Submit verification of your registration with the Department of Consumer Protection for your company and all DBA's, in accordance with Sec. 16a-23m of the Connecticut General Statutes. **The verification(s) must be attached to your completed Document;**
14. Agree that energy assistance customers will not be charged the difference between the Vendor's retail price and the Fixed Margin Price;
15. Agree that, based on the availability of funds; payments will be issued within thirty days of the Community Action Agency's **receipt and approval of bills**. (The thirty day payment period is based on the date the bill is received, not the date the delivery is made.);
16. Agree that energy program payments will be determined according to the price on the **date that the fuel is delivered**, not the price for the date that the fuel was approved and/or authorized;
17. Agree that in the case of receipt of payment for a delivery from both an energy assistance customer and a Community Action Agency, the Vendor shall reimburse the customer if the customer so requests. (Reimbursement shall be for the amount paid by the customer.);
18. Make emergency deliveries to energy assistance customers within twenty-four hours of receipt of a fuel authorization from the Community Action Agency and seventy-two hours for non-emergency deliveries. If unable to make deliveries within the allotted times, the Vendor must notify the Community Action Agency as to when the delivery will be made. (If the delivery cannot be made within the allotted times, it may be necessary for the Community Action Agency to cancel the authorization, and reauthorize the delivery with another vendor.)
19. Agree that payment under the energy assistance program is guaranteed only for those fuel deliveries which are authorized by the Community Action Agency. **In order to guarantee program payment for customers on automatic delivery, the Vendor must have received authorization from the Community Action Agency prior to making each fuel delivery.**);

20. Agree that completion of this Document obligates the Vendor to all terms and conditions, as detailed herein, for the 2013/2014 energy assistance program year and that failure to comply with any of these terms and conditions will result in the Vendor's suspension from the program for the remainder of the 2013/2014 program year;
21. Agree to safeguard the use, publication and disclosure of information on all clients who receive services under this program in accordance with all applicable federal and state law (section 17b-90 of the Connecticut General Statutes) concerning confidentiality;
22. Agree that vendors requesting to withdraw from participation in the 2013/2014 energy assistance program must do so in writing to the Department of Social Services, Office of Community Services, 25 Sigourney Street, Hartford, CT 06106. If removal is so requested, the vendor will be suspended from participation in the programs for the remainder of the 2013/2014 program year. The Community Action Agency will notify the Vendor's energy assistance customers. These customers will be required to select another vendor from the list of participating vendors. No further authorizations will be issued to the withdrawn vendor during the remainder of the current program year. Payment for any outstanding authorizations of No. 2 oil will be made in accordance with the Fixed Margin Price.
23. Agree that eligible energy assistance customers, at their discretion, may change vendors during the course of the program year. In this event, any remaining balance of funds will be made available for the new vendor, and no further deliveries will be made by the previous vendor;
24. The Vendor, by signing this Document, does not bind itself to making deliveries to energy assistance customers outside of its normal service territory or working hours, or to providing services beyond those offered to customers whose deliveries are not approved and/or authorized by the Community Action Agency
25. Vendors are not obligated to accept new energy assistance customers. However, if a vendor agrees to accept new energy assistance customers, the vendor is not allowed to require a credit report as a condition of acceptance. Vendors may request credit reports in situations where an energy assistance customer is seeking credit for future deliveries not paid for by the energy assistance program.

## PART IV – PRODUCT PRICING

DSS will use information from the Oil Price Information Service (OPIS) to determine the daily Fixed Margin Price, which will be used to pay oil vendors making deliveries to CEAP or CHAP households. The Fixed Margin Price will be based on the daily OPIS Standard No. 2 Fuel Oil with 0.3 sulfur content, Gross No. 2 Distillate Price, plus a fixed margin of 31 cents per gallon.

In addition, the Fixed Margin Pricing Program will continue to include county differentials in the pricing mechanism. The county differentials are included in response to increases in transportation and delivery costs. The differentials vary from county to county, and are determined based on each county's proximity to the New Haven harbor. The county differentials are as follows, and **include the 31 cents fixed margin:**

Middlesex County	\$0.343
Hartford County	\$0.349
New London County	\$0.352
New Haven County	\$0.355
Litchfield County	\$0.377
Tolland County	\$0.409
Windham County	\$0.410
Fairfield County	\$0.425

The following example is for demonstration purposes.

Under the Fixed Margin Pricing Program pricing mechanism, oil deliveries made on Wednesday, December 5, 2012 were paid based on the Tuesday New Haven Rack Average OPIS Price, as provided on Tuesday, December 4, 2012 by OPIS. The price was determined as follows:

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<u>.115</u>	County Differential – Fairfield County
\$3.573	Total Fixed Margin Price for No. 2 oil – Wednesday, 12/5/12 (Fairfield County)

Please note, since each county has a different county differential, the Total Fixed Margin Price on any given day will vary from county to county.

Vendors who deliver in multiple counties will be paid in accordance to the county differential in which the delivery is made. DSS will determine all fixed margin prices.

The pricing mechanism may be adjusted by DSS to respond to unanticipated changes in the No. 2 heating oil market.

Vendors must put their retail price on **all** delivery tickets, bills or statements. If the vendor's posted retail price is lower than the Fixed Margin Price, the vendor will be paid in accordance with the retail price.

For those deliveries of home heating oil paid by the program, vendors shall not charge CEAP or CHAP customers the difference between their retail price and the CEAP or CHAP payment.

**All kerosene and propane deliveries will be paid at the vendor's regular retail price.**

Deliveries made before an energy assistance customer's eligibility has been determined may be paid, if the customer is found eligible, and the delivery was made on or after November 15, 2013.

## **PART V – MISCELLANEOUS PROVISIONS**

The Vendor understands and agrees that if the State of Connecticut has reason to believe that the Vendor may have misrepresented, violated, or attempted to violate any part of this Document, they are subject to having their participation as a supplier in the energy assistance program immediately suspended. Suspected violations of Connecticut law shall be investigated, and if appropriate, prosecuted. Vendors found in violation shall be barred from participation in the energy assistance program for five years.

This Document is subject to Section 53a-157b of the Connecticut General Statutes, which provides as follows: "A person is guilty of false statement in the second degree when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true, and which statement is intended to mislead a public servant in the performance of his official function."

Should at any time any provision of this Document be found by the State to be legally unenforceable, that provision will automatically be considered void, but all other provisions of this Document will remain in effect. This Document is subject to the provisions in Executive Order No. 3 and 17, as they relate to non-discrimination.

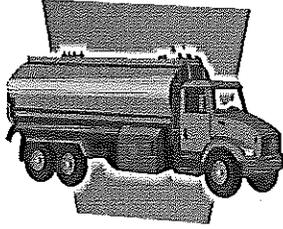
This contract is subject to the provisions of Executive Order No. 3 of Governor Thomas J. Meskill, promulgated June 16, 1971 and, as such, this contract may be canceled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. 3, or any state or federal law concerning non-discrimination, notwithstanding that the Labor Commissioner is not a party to this contract. The parties to this contract, as a part of the consideration hereof, agree that said Executive Order No. 3 is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to non-discrimination, until the contract is completed or terminated prior to completion. The contractor agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. 3, and that he will not discriminate in his employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner.

This contract is subject to the provisions of Executive Order No. 17 of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such, this contract may be canceled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or noncompliance with said Executive Order No. 17, notwithstanding that the Labor Commissioner may not be a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by said Executive Order and agree that the contracting agency and the State Labor Commissioner shall have joint and several continuing jurisdictions in respect to contract performance in regard to listing all employment openings with the Connecticut State Employment Service.



COMMUNITY ACTION AGENCY SERVICE DISTRICTS (by Town)

TOWN	COMMUNITY ACTION AGENCY	TOWN	COMMUNITY ACTION AGENCY	TOWN	COMMUNITY ACTION AGENCY	TOWN	COMMUNITY ACTION AGENCY	TOWN	COMMUNITY ACTION AGENCY
Andover	ACCESS	East Haven	CAANH	Morris	NO/Waterbury	Southbury	NO/Waterbury		
Ansonia	TEAM	East Lyme	TVCCA	Naugatuck	NO/Waterbury	Southington	NO/Meriden		
Ashford	ACCESS	Easton	ABCD	New Britain	HRAofNB	South Windsor	CRT		
Avon	CRT	East Windsor	CRT	New Canaan	NEON	Sprague	TVCCA		
Barkhamsted	NO/Waterbury	Ellington	ACCESS	New Fairfield	CACD	Stafford	ACCESS		
Beacon Falls	TEAM	Enfield	CRT	New Hartford	NO/Waterbury	Stamford	NEON		
Berlin	NO/Meriden	Essex	CRT	New Haven	CAAofNH	Sterling	ACCESS		
Bethany	TEAM	Fairfield	ABCD	Newington	CRT	Stonington	TVCCA		
Bethel	CACD	Farmington	BCO	New London	TVCCA	Strafford	ABCD		
Bethlehem	NO/Waterbury	Franklin	TVCCA	New Milford	CACD	Suffield	CRT		
Bloomfield	CRT	Glastonbury	CRT	Newtown	CACD	Thomaston	NO/Waterbury		
Bolton	ACCESS	Goshen	NO/Waterbury	Norfolk	NO/Waterbury	Thompson	ACCESS		
Bozrah	TVCCA	Granby	CRT	North Branford	CRT	Tolland	ACCESS		
Branford	CRT	Greenwich	NEON	North Canaan	CACD	Torrington	NO/Waterbury		
Bridgeport	ABCD	Griswold	TVCCA	North Haven	CAAofNH	Trumbull	ABCD		
Bridgewater	CACD	Groton	TVCCA	North Stonington	TVCCA	Union	ACCESS		
Bristol	BCO	Guilford	CRT	Norwalk	NEON	Vernon	ACCESS		
Brookfield	CACD	Haddam	CRT	Norwich	TVCCA	Voluntown	TVCCA		
Brooklyn	ACCESS	Hamden	CAANH	Old Lyme	TVCCA	Wallingford	NO/Meriden		
Burlington	BCO	Hampton	ACCESS	Old Saybrook	CRT	Warren	CACD		
Canaan	CACD	Hartford	CRT	Orange	TEAM	Washington	CACD		
Canterbury	ACCESS	Hartland	NO/Waterbury	Oxford	TEAM	Waterbury	NO/Waterbury		
Canton	CRT	Harwinton	NO/Waterbury	Plainfield	ACCESS	Waterford	TVCCA		
Chaplin	ACCESS	Hebron	ACCESS	Plainville	BCO	Watertown	NO/Waterbury		
Cheshire	NO/Waterbury	Kent	CACD	Plymouth	BCO	Westbrook	CRT		
Chester	CRT	Killingly	ACCESS	Pomfret	ACCESS	West Hartford	CRT		
Clinton	CRT	Killingworth	CRT	Portland	CRT	West Haven	CAAofNH		
Colchester	TVCCA	Lebanon	TVCCA	Preston	TVCCA	Weston	NEON		
Colebrook	NO/Waterbury	Ledyard	TVCCA	Prospect	NO/Waterbury	Westport	NEON		
Columbia	ACCESS	Lisbon	TVCCA	Putnam	ACCESS	Wethersfield	CRT		
Cornwall	CACD	Litchfield	NO/Waterbury	Redding	CACD	Willimantic	ACCESS		
Coventry	ACCESS	Lyme	TVCCA	Ridgefield	CACD	Willington	ACCESS		
Cromwell	CRT	Madison	CRT	Rocky Hill	CRT	Wilton	NEON		
Danbury	CACD	Manchester	CRT	Roxbury	CACD	Winchester	NO/Waterbury		
Darien	NEON	Mansfield	ACCESS	Salem	TVCCA	Windham	ACCESS		
Deep River	CRT	Marlborough	CRT	Salisbury	CACD	Windsor	CRT		
Derby	TEAM	Meriden	NOGM	Scotland	ACCESS	Windsor Locks	CRT		
Durham	CRT	Middlebury	NO/Waterbury	Seymour	TEAM	Wolcott	NO/Waterbury		
Eastford	ACCESS	Middlefield	CRT	Sharon	CACD	Woodbridge	TEAM		
East Granby	CRT	Middletown	CRT	Shelton	TEAM	Woodbury	NO/Waterbury		
East Haddam	CRT	Milford	TEAM	Sherman	CACD	Woodstock	ACCESS		
East Hampton	CRT	Monroe	ABCD	Simsbury	CRT				
East Hartford	CRT	Montville	TVCCA	Somers	ACCESS				



The Community Action Agencies (CAA) are hosting Deliverable Fuel Vendor Meetings to discuss procedures in the provision of services for CEAP/CHAP deliverable fuel heated households.

Dates and Locations:

ACCESS/ TVCCA Vendor Meeting  
The ACCESS Agency, Inc.  
1315 Main Street  
Willimantic, CT 06226

Tuesday, October 15, 2013 @ 10:00am

**RSVP to Shirley Riemann @ (860) 450-7429**

[shirley.riemann@accessagency.org](mailto:shirley.riemann@accessagency.org)

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CRT Vendor Meeting  
Community Renewal Team

555 Windsor St, Hartford, CT 06120

Wednesday, October 16, 2013 @ 9:00am

**RSVP to Gladys Parrish @ (860) 560-2680**

[parrishg@crtct.org](mailto:parrishg@crtct.org)

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ABCD Vendor Meeting

Action for Bridgeport Community Development, Inc.

1070 Park Avenue, Bridgeport, CT 06604

Wednesday, October 23, 2013 @ 9:00am

**RSVP to Carmen Ramos @ (203) 384-6904 ext. 3014**

[cramos@abcd.org](mailto:cramos@abcd.org)

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TEAM/ CAANH Vendor Meeting

Milford Senior Center

9 Jepson Drive, Milford, CT 06460

Thursday, October 24, 2013 @ 10:00am

**RSVP to Ellen McAuliffe @ (203) 736-5420 ext. 238**

[EMcAuliffe@teaminc.org](mailto:EMcAuliffe@teaminc.org)