



DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF SOCIAL SERVICES

ECONOMIC & FAMILY SERVICES

ROY COOPER  
GOVERNOR

MANDY COHEN, MD, MPH  
SECRETARY

WAYNE E. BLACK  
DIRECTOR

January 19, 2018

**Dear County Directors of Social Services**

**Attention: Food and Nutrition Services Administrators, Managers and Supervisors  
Program Integrity Supervisors and Investigators**

**Subject: (For Information, No Response Needed) Treasury Offset Program (TOP) 60 Day  
Letters**

On December 18, 2017, TOP 60-day notices for Food and Nutrition Services overpayments were sent out to 1,595 incorrect addresses across 53 counties. 134 individuals correctly received their own letters along with letters for other debtors not associated with these households. This incident occurred when a debtor did not have a verified TOP address on file. Some individuals received multiple letters with their address but with another debtor's name.

This issue will be corrected with a data fix and the 60-day notice clock will be reset for the appropriate individuals. On January 19, 2018, letters were sent to the effected individuals to inform them of this occurrence. Attached are two separate letters, one for individuals that received multiple letters at their address and one for the intended recipients whose letter was sent to the incorrect address.

If you have questions, please contact Betsy Moore at 919-527-6316 or Suzanne Harlow at 919-527-6299.

Sincerely,

A handwritten signature in blue ink that reads "David Locklear".

David Locklear, Deputy Director

Attachments (2)

[Sample Letter Intended Recipients](#)  
[Sample Letter Incorrect Recipients](#)

**EFS-FNSEP-03-2018**

WWW.NCDHHS.GOV  
TEL 919-527-6300 • FAX 919-334-1265  
LOCATION: 820 S. BOYLAN AVE. • MCBRYDE BUILDING • RALEIGH, NC 27603  
MAILING ADDRESS: 2420 MAIL SERVICE CENTER • RALEIGH, NC 27699-2420  
AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER