



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

SUSAN OSBORNE • Assistant Secretary for County Operations for
Human Services

April 30, 2020

Dear County Directors of Social Services

Attention: Energy Administrators, Managers & Supervisors

Subject: Revised Low Income Energy Assistance Program (LIEAP) One-time Supplement

Priority: Information & Action

This letter is being revised to provide clarification regarding the one-time LIEAP supplement. The Dear County Director Letter sent on April 23, 2020 is now obsolete. NC FAST will generate the one-time supplement payments on May 11, 2020. The supplement will be calculated by a formula based on the household's previously approved LIEAP payment amount. NC FAST will send a system generated notice to the household informing them of the supplement and of the supplement amount.

May 12, 2020 a new report in FAST Help titled **NFOMD023P – Energy One Time Supplement Report** will be available. This report will list all households receiving a one-time supplement and the supplement amount. Counties should:

- Use this report to obtain the payment request reference numbers associated with each application
- Print the payment requests for the supplement payments and give them to their finance office for provider payments.

All payments must be processed by the finance office on or before May 29, 2020 or payments will be deducted from 2020-2021 calendar year LIEAP benefit amount. Job aids regarding the one-time supplement will be available in FAST Help on May 4th titled Energy-Payment Requests and Check Recording Process.

A listserv was sent on April 1, 2020 regarding the keying deadline for LIEAP applications . On May 7, 2020, NC FAST will automatically delete and/or deny any in-progress and submitted pending LIEAP applications that were not disposed by county staff prior to May 1st.

A call has been scheduled for Wednesday May 6, 2020 at 9:30 am to address county questions and concerns. A link has been provided below to register for the call. After registering, you will receive a confirmation email containing information needed to join the webinar.

<https://attendee.gotowebinar.com/register/60437262216293135>

If you have any questions, please contact Operational Support Team (OST) at DSS.Policy.Questions@dhhs.nc.gov

Sincerely,

A handwritten signature in blue ink that reads "David Locklear". The signature is fluid and cursive, with the first name "David" being larger and more prominent than the last name "Locklear".

David Locklear, Deputy Director

DL/js

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