



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

June 18, 2020

Dear County Directors of Social Services

Attention: County Directors of Social Services, Energy Administrators, Managers & Supervisors

Subject: Energy Programs Outreach Plan (EPOP)

Priority: Time Sensitive, Action & Response Required

Each year efforts must be taken to ensure other state and governmental entities, or community-based organizations have been contacted by your agency regarding outreach and application taking for the Low Income Energy Assistance Program (LIEAP) and the Crisis Intervention Program (CIP). The EPOP outlines the measures taken by each county to assure that eligible households are made aware of the assistance available through these programs. Each county must form an outreach planning committee that creates the opportunity for county-level collaboration to discuss and plan how to effectively reach county residents to inform them of the services provided by the energy programs.

Outreach plans should concentrate on households with children under the age of five in the home, seniors aged 60 and older and individuals that are disabled. Due to COVID-19 outreach plans should focus on social distancing, especially for those that are high risk. Planning committees can meet via phone and online meetings.

As instructed by the General Assembly of North Carolina Session Law 2014-100, Section 12J.1. (t), all LIHEAP Outreach plans must be approved by the local Board of Social Services/Human Services Board or local agency governing body prior to submission. It is required to include a signature of approval from your board and county director along with your plan.

Return this completed document no later than **Monday July 27, 2020** via e-mail to Jasmyne Simmons at Jasmyne.Simmons@dhhs.nc.gov. If you have questions, please contact Jasmyne Simmons by email or at 919-527-7253.

Sincerely,

David Locklear, Deputy Director

DL/js

Attachment (1)

Energy Programs Outreach Plan Template Dss-8119 ia

EFS-FNSEP-13-2020

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES • ECONOMIC AND FAMILY SERVICES

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603
MAILING ADDRESS: 2420 Mail Service Center, Raleigh, NC 27699-2420
www.ncdhhs.gov • TEL: 919-527-6300 • FAX: 919-334-1265

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER