



## North Carolina Department of Health and Human Services Division of Social Services

325 North Salisbury Street  
2420 Mail Service Center • Raleigh, North Carolina 27699-2420  
Courier # 56-20-25

Beverly Eaves Perdue, Governor  
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director  
(919) 733-3055

May 14, 2009

### **RE: Crisis Intervention Program Maximum Allotment Amount; Energy Programs Contracts**

Dear County Director of Social Services:

#### **Attention: Low Income Energy Assistance Program (LIEAP) Managers and Supervisors**

Current LIEAP policy requires counties to submit an addendum to their Low Income Energy Assistance Business Plan if changes are needed to meet the needs of the community. Once the Division receives the addendum, these changes are made in the Crisis Intervention Program (CIP) system. During the current State Fiscal Year, the Division has received numerous addendums requesting maximum allotment changes. This sometimes creates delays in the day to day administration of the program.

In the upcoming 2009-2010 fiscal year, the CIP maximum allotment amount will be set at \$600 for each county. CIP policy allows payments to eligible households up to \$600 based upon the needs of the community, the severity of the crisis, and the services needed. Counties will continue to have the flexibility of determining their maximum allotment amount and will not be required to submit an addendum each time they change their amount. If counties wish to change other information on the Business Plan, an amended plan would need to be submitted.

Due to new security measures by the Social Security Administration, the Division is requesting a copy of all contracts between local county DSS offices and outreach agencies used for the administration of CIP and LIEAP. Please submit a copy of the contract along with your LIEAP Business Plan by June 5, 2009. If you have already submitted your Business Plan, please forward any contracts you have by June 5, 2009.

Submit Business Plans and contract information via fax to Erica Jennings at (919) 334-1266. If you have questions please contact Erica Jennings at (919) 334-1145 or your Food and Nutrition Services Program Representative.

Sincerely,

A handwritten signature in cursive script that reads "Dean Simpson".

Dean Simpson, Chief  
Economic and Family Services Section

DS/ej

**EFS-FNSEP-14-2009**