



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

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

Michael F. Easley, Governor  
Dempsey Benton, Secretary

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

January 10, 2008

**Re:** LIEAP and CIP Monitoring for FFY 2008

Dear County Director of Social Services:

**Attention:** Low Income Energy Assistance Managers and Supervisors  
Crisis Intervention Program Managers and Supervisors

Federal regulations require each county to monitor its Low Income Energy Assistance Program (LIEAP) and Crisis Intervention Program (CIP) for FFY 2008. Self-monitoring guides are located in the Energy Manual in Section EP-200. If you have not already completed and submitted self-monitoring guides to your Food and Nutrition Services & Energy Programs Representative, please do so right away.

Program reviews for both LIEAP and CIP and an additional review of the completed self-monitoring guides will be conducted for selected counties at a later date. Monitoring will include evaluation of the self-assessment guide and any corrective action taken, timeliness and accuracy of applications processed, system reports, and review of a random sample of approved and denied cases. A list of the counties to be reviewed this program year is attached.

If you have any questions, please contact your Food and Nutrition Services & Energy Programs Representative.

Sincerely,

/S/

Adonica Hampton, Assistant Chief  
Economic Services Section

Attachment  
**FNSEP-01-2008**

cc: David Locklear  
Food and Nutrition Services & Energy Programs Representatives  
Program Compliance Representatives