



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

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Pheon E. Beal, Director  
(919) 733-3055

December 23, 2004

**Re:** LIEAP and CIP Monitoring for FFY 2005

Dear County Director of Social Services:

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

Federal regulations require each county to monitor the Low Income Energy Assistance Program (LIEAP) and Crisis Intervention Program (CIP) for FFY 2005. Monitoring guides are located in the Energy Manual in Section EP-200, Outreach and Application Plan as Figure 200-6. Print, complete and return the completed LIEAP and CIP Review Guides to your Food Assistance and Energy Programs Representative by January 25, 2004.

This is your only requirement for energy assistance monitoring at this time. Case reviews for both LIEAP and CIP and an additional review of the completed self-monitoring guides will be conducted for selected counties by the Program Compliance Monitors at a later date. A list of the counties to be reviewed this program year is attached.

If you have any questions, please contact your Food Assistance and Energy Programs Representative.

Sincerely,

Jane Schwartz, Chief  
Economic Services Section

JS:jcs  
Attachment  
**FAEP-22-2004**

cc: Rhonda McLamb  
Food Assistance and Energy Programs Representatives  
Program Compliance Monitors