



North Carolina Department of Health and Human Services
Office of the Controller

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Lanier M. Cansler, Secretary

Laketha M. Miller, Controller
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LOCATION:
616 Oberlin Road
Raleigh, NC 27605

December 12, 2011

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures for the Low Income Home Energy Assistance Program (LIHEAP) Benefit Payments

Effective beginning with **December 2011 services reimbursed January 2012**, all DSS counties who qualify, including Native American counties, will need to use the following codes to claim the **LIHEAP Benefit Payments** funds on the DSS-1571.

Part I: There are no Part I coding requirements

Part II (Administrative Expenditures and/or Purchased Services): The following codes will be tracked in application code 352; the reimbursement will be 100% Federal funds.

| <i>Code</i> | <i>Fund</i> | <i>Description</i> |
|-------------|-------------|--------------------------------|
| 352 | 1 | LIHEAP Benefit Payments |

Part IV (Purchased Services): There are no Part IV coding requirements

The CFDA number for this fund is 93.568. The related adjusted cost for *application code 352* will be tracked on the XS411c report under the heading "**LIHEAP Benefit Payments**". In terms of overhead (for your Maximums software) on the **LIHEAP Benefit Payments** program it will not draw overhead from Services Supervision & Clerical, IV-D Supervision & Clerical or Joint Workers Services & IV-D.

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If you have any questions concerning these reporting procedures, please contact your appropriate Local
Business Liaison or County Administration Accounting Unit at (919) 733-2306.

Sincerely,



Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel
Sherry S. Bradsher

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Local Business Liaisons

Debbie Hawkins
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