

## CHANGE NOTICE FOR MANUAL

**DATE:** March 23, 2022  
**MANUAL:** Energy Program Manual CIP and LIEAP Policies  
**TO:** County Directors of Social Services  
**CHANGE NO:** 06-2022  
**SUBJECT:** Policy Updates  
**EFFECTIVE:** Upon receipt

### I. BACKGROUND

Low Income Energy Assistance Program (LIEAP) policy was updated to indicate the program will use 150% of the Federal Poverty Level (FPL). It was later discovered this could not be done without legislative approval. This change updates references to the correct 130% FPL requirements. Other clarifications were added as outlined below.

### II. SPECIFIC CHANGES

#### **Section 300.02 and 400.03 Application Requirements:**

- Clarification added that the DMA-5001 is **ONLY** needed if the applicant is not an active FNS, WF, or Medicaid recipient **and** the OVS or IEVS will be ran prior to the applicant signing the DSS-8178, Energy Programs Application or the signature page from the application in NC FAST. The DMA-5001 is not required in any other situation.

#### **Section 300.09 Income & Deductions:**

- Clarification added to explain that representative income from FNS, MA, or WF may be used to verify income if current.
- Clarification added to explain OVS is required to be ran on all LIEAP applications.
- Income chart updated with correct 130% of the FPL amounts.

#### **Section 300.12 Benefit Determination and Method of Payment:**

- Income range by Family Size chart updated to reflect correct 130% of the FPL amounts.

#### **Section 400.03 F Eligibility Determination:**

- Clarification added to explain OVS is required to be ran on all CIP applications.

- Clarification added to indicate CIP has no base period. Use actual gross income and anticipated income received in the month of application.
- Income chart corrected to reflect the correct 150% of FPL amounts.

**Section 400.03 G Crisis Determination:**

- Policy was rewritten to help clarify what constitutes a crisis for CIP.

**III. IMPLEMENTATION INSTRUCTIONS**

This new policy is effective upon receipt. Submit any questions regarding this policy to [DSS.Policy.Questions@dhhs.nc.gov](mailto:DSS.Policy.Questions@dhhs.nc.gov).

Sincerely,



Carla West,  
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Economic and Family Services  
CW/rc