

CHANGE NOTICE FOR MANUAL

DATE: November 1, 2012
MANUAL: Energy Programs Manual
TO: County Directors of Social Services
CHANGE NO.: 1-2012

SUBJECT: Energy Program Policy Changes

EFFECTIVE DATE: December 1, 2012

I. BACKGROUND

The purpose of this change notice is to make LIEAP and CIP policy changes and clarifications to the Energy Manual. Reference to the Linkup program has been removed throughout the manual.

II. SPECIFIC CHANGES

A. Section 100, Energy Programs

Added additional clarification to G.

B. Section 140, Overpayments and Fraud

Revises Section 140.01 D, E, F and G

Adds new number and information at Section 140.02, 3

C. Section 200, Energy Programs Outreach Plan

Revises information at Section 200.02 A. 1 & 2, and removes the note

Changes address at Section 200.05

Updates information at Section 200.09 A

Adds new information at Section 200.09 B. 1 a

Adds new information at Section 200.09 B. 4 b (1)

D. Section 300, Low Income Energy Assistance Program (LIEAP)

Revises information throughout Section 300.02 A and updates the examples

Adds new information at Section 300.02 C

Adds new letter and information at 300.02 I

Adds information at Section 300.04 F

Revises information at Section 300.07

Updates income chart and telephone number at Section 300.09

Adds additional information at Section 300.09 IV B

Revises and adds new information at Section 300.14 A

Adds new payments chart at Section 300.14 B

Adds new Section 300.15, Payments for Deceased, Incarcerated, or Institutionalized Payees

E. Section 400, Crisis Intervention Program

Revises information at Section 400.01

Adds clarification to Section 400.03, in the paragraph under the note

Adds new information and Note at Section 400.03 A. 1

Updates income chart and changes telephone number at Section 400.03 F 1

Revises information at Section 400.03 G

Adds new information at Section 400.04 B

Adds new information at Section 400.04 C numbers 3 (including the note) and 7

F. Section 540, Wake Electric Round-Up Program

Revises information at Section 540.02 B and adds a note

G. Section 580, Weatherization (WX) and Heating and Air Repair and Replacement Program (HARRP)

Updates the Weatherization Assistance Program (WAP) county offices listing

III. IMPLEMENTATION INSTRUCTIONS

The changes made to policy in the Energy manual are effective December 1, 2012.

IV. INSTRUCTIONS FOR MAINTENANCE OF THE ENERGY MANUAL

Remove			Insert	
Section	Pages		Section	Pages
100	1		100	1
140	ALL		140	1 - 3
200	1, 5 - 8		200	1, 5 - 8
300	All		300	1 - 24
400	ALL		400	1 - 9
540	1 - 7		540	1 - 7
580	ALL		580	1 - 6

If you have any questions regarding this information, please contact your Food and Nutrition Services & Energy Programs Regional Support Team.

Sincerely,



Dean Simpson, Chief
Economic and Family Services Section

DS:ej

Attachments

[EPs100](#)
[EPs140](#)
[EPs200](#)
[EPs300](#)
[EPs400](#)
[EPs540](#)
[EPs580](#)