January 19, 2018

Dear County Directors of Social Services

Attention: Food and Nutrition Services Administrators, Managers and Supervisors
Program Integrity Supervisors and Investigators

Subject: (For Information, No Response Needed) Treasury Offset Program (TOP) 60 Day Letters

On December 18, 2017, TOP 60-day notices for Food and Nutrition Services overpayments were sent out to 1,595 incorrect addresses across 53 counties. 134 individuals correctly received their own letters along with letters for other debtors not associated with these households. This incident occurred when a debtor did not have a verified TOP address on file. Some individuals received multiple letters with their address but with another debtor's name.

This issue will be corrected with a data fix and the 60-day notice clock will be reset for the appropriate individuals. On January 19, 2018, letters were sent to the effected individuals to inform them of this occurrence. Attached are two separate letters, one for individuals that received multiple letters at their address and one for the intended recipients whose letter was sent to the incorrect address.

If you have questions, please contact Betsy Moore at 919-527-6316 or Suzanne Harlow at 919-527-6299.

Sincerely,

[Signature]

David Locklear, Deputy Director

Attachments (2)

Sample Letter Intended Recipients
Sample Letter Incorrect Recipients

EFS-FNSEP-03-2018