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