

June 26, 2015

The North Carolina Department of Health and Human Services, Division of Social Services administers the Low Income Home Energy Assistance Block Grant to low income households that pay a high proportion of their income for home energy. We are now required to collect and report on four new performance measures related to home energy burden and continuity of home energy service. These new Performance Measures are important because they help us understand how well we are targeting bill payment assistance to households with the highest energy costs in relation to income. This data is needed for the reporting period of October 1, 2015 through September 30, 2016. At the end of the reporting period, a spreadsheet with names and account information will be sent to specified vendors requesting annual utility usage and annual utility cost. These program participants have indicated that your company furnishes heating or cooling assistance to their household and have signed an Authorization Form that allows this information to be release to us. In addition, the information you provide will be protected and will remain confidential. When results are reported, cost information will not be associated with the housing units, account numbers, or the names of the clients in any way. The data can be returned in a password protected file via email, on a password protected CD, or via a secure FTP site.