

*******IMPORTANT 2011 LIHEAP NOTICE*******

This notice provides tribal member household with information about the new Low Income Home Energy Assistance Program (LIHEAP) requirement for Fiscal Year 2011. As a LIHEAP grantee, the Tribe was required to develop a LIHEAP Program Integrity Plan to show how the Tribe will comply with Federal LIHEAP polices and procedures in the following areas:

- Compliance Monitoring
- Fraud Reporting Mechanisms
- Verifying Applicant Identities
- Social Security Number Requests
- Cross-Checking Social Security Numbers Against Government Systems/Databases
- Verifying Applicant Income
- Privacy-Protection and Confidentiality
- LIHEAP Benefits Policy
- Procedures for Unregulated Energy Vendors
- Verifying the Authenticity of Energy Vendors
- Training and Technical Assistance
- Audits of Local Administering Agencies

HOW DOES THESE NEW REQUIREMENTS AFFECT PCI LIHEAP APPLICANTS?

It means that each LIHEAP applicant will need to provide additional information and adhere to new requirements when making LIHEAP applications in 2011.

- 1. Tribal households will need to provide their Poarch Creek membership card as a form of photo identification for the head of household or at least one household member to verify tribal membership. This will be required verification so be sure to bring your card along with you to the interview. Card(s) will be copied and kept as a permanent part of the case record.**
- 2. Tribal household will need to provide Social Security numbers for all household members on the application. Social Security cards are also required verification so bring these along to the interview. Card(s) will be copied and become a permanent part of the case record.**
- 3. Household should always call when an approved service has not been provided by unregulated vendors, such as a wood provider. If tribal members suspect LIHEAP fraud, waste or abuse, they should always contact the Family Services Department at (251) 368-9136 Ext 2600.**

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