
LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

U.S. Department of Health and Human Services
Administration for Children and Families
Office of Community Services
Division of Energy Assistance
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Washington, D.C. 20201

<http://www.acf.hhs.gov/programs/ocs/programs/liheap>

Information Memorandum

Transmittal No. LIHEAP-IM-2016-01

Date: February 24, 2016

TO: LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)
GRANTEES AND OTHER INTERESTED PARTIES

SUBJECT: LIHEAP Compliance Review Monitoring Schedule: FY 2016

RELATED REFERENCES: Low Income Home Energy Assistance Act, as amended (Title XXVI of Public Law (P.L.) 97-35, the Omnibus Budget Reconciliation Act of 1981, as amended).

BACKGROUND: Section 2608(b)(1) of the LIHEAP statute provides that:

The Secretary shall conduct in several States in each fiscal year investigations of the use of funds received by the States under this title in order to evaluate compliance with the provisions of this title.

PURPOSE: To inform LIHEAP grantees about plans to conduct on-site compliance reviews and desk reviews, the criteria used for selecting grantees, and the schedule of States and Tribes selected for FY 2016 and the tentative schedule for FY 2017.

CONTENT:

We use a criteria-based process to select grantees each fall for our reviews. This approach allows us to target training and technical assistance to specific issues we have noted during our reviews and in reviewing LIHEAP Plans and reports. We rely on several sources of data in order to select LIHEAP grantees, such as annual LIHEAP Plans, award amounts, *Carryover and Reallotment Reports*, and annual independent audit reports. Using these data sources, we prioritize grantees based on criteria which include the number and severity of audit findings, the level of grantees' measures to prevent improper payments, results from our previous compliance reviews, and the training and monitoring performed by grantees. We also prioritize grantees that we have not visited recently.

In FY 2015, we visited 12 states, the District of Columbia, and three tribal grantees, as follows:

FY 2015 Monitoring Visits		
#	Month	LIHEAP Grantee
1	February	Washington D.C.
2	February	South Carolina
3	March	New Mexico
4	April	Mississippi
5	April	Georgia
6	May	Oklahoma
7	May	Spirit Lake Tribe
8	June	Missouri
9	June	Confederated Tribes of Salish and Kootenai
10	July	Shoshone-Bannock Tribes
11	July	Utah
12	July	Arkansas
13	August	Kansas
14	August	California
15	September	Connecticut
16	September	Ohio

We have selected the following grantees for on-site visits in FY 2016.

FY 2016 Monitoring Visits and Remote Assessments		
#	Month	LIHEAP Grantee
1	December	Washington
2	January	Texas
3	March	Hawaii (remote assessment/desk review)
4	April	Maine
5	April	New Jersey (remote assessment/desk review)
6	April	New York
7	May	Idaho
8	May	North Carolina
9	May	Pennsylvania
10	June	Montana
11	June	Blackfeet Tribe (MT)
12	July	North Dakota
13	July	Three Affiliated Tribes of Ft. Berthould Res. (ND)
14	July	Turtle Mountain Band of Chippewa Indian (ND)
15	August	Wyoming
16	August	Massachusetts

These dates are approximate. We will work with each grantee to select specific dates that will minimize disruption to grantees' operations. OCS staff will contact the grantees listed above to explain the compliance review

process, select dates, and request documentation to be provided in advance of the visit. The 2016 compliance review will focus on federal FY 2014 programs.

We have tentatively selected the following grantees for review in FY 2017, and will update this selection at the beginning of that year:

FY 2017 Preliminary Monitoring Visits		
#	Month	Grantee
1	December	Delaware
2	December	Maryland
3	January	Puerto Rico
4	January	Alabama

INQUIRIES:

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_____/s/_____
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