

NORTH CAROLINA

County Department of Social Services

**ENERGY PROGRAMS
NOTICE OF APROVAL/DENIAL**

Name

Date

Address

Income Support Number

Application Number

Dear _____:

Please read both pages of this letter carefully, it is very important to you.

() **This is to notify you that your application has been approved for the amount of \$_____. Payment will be made directly to _____.**

() **This is to notify you that your application has been denied for the following reason:**

_____.

The State regulations used to make this decision are found in Section(s) _____ of the Energy Manual which **states:** _____

_____.

(Signature of Case Worker)

(County Office Address)

(Telephone Number)

(City, State, Zip Code)

WHEN TO REQUEST A HEARING:

You have the right to request a hearing if you do not agree with our decision, the amount of the benefit or with the timeframe to determine eligibility.

You must request this hearing within sixty (60) days from the date of this letter, that is, until _____.

PLEASE READ YOUR RIGHTS (OVER)

NOTICE OF RIGHTS

YOUR RIGHT TO A HEARING:

If you disagree with our decision, the amount of the benefit or with the time it took to determine eligibility, you have 60 days from the date of this letter to ask for a hearing.

HOW TO GET A HEARING:

If you are not satisfied with this decision, you have the right to a hearing. You can have a hearing before an impartial official of the county department of social services. This hearing will be held within 5 calendar days of your request, unless you postpone it for good cause for an additional 10 calendar days. If you are dissatisfied with this decision, you can have a second hearing before an impartial official of the State Division of Social Services. You must ask the county department of social services, either orally or in writing, to obtain a hearing.

YOUR RIGHT TO BE REPRESENTED:

You may have someone speak for you at your hearing such as a relative or an attorney obtained at your expense. Free legal services may be available in your community. Contact your worker for information.

YOUR RIGHT TO REVIEW YOUR RECORD:

You (or the person speaking for you) can view your record at any time, except for third party information. If you ask, you may see additional information used at the hearing.

DO YOU UNDERSTAND YOUR RIGHTS?

If you have any questions or need further information, please contact your worker as soon as possible.

The General Statutes of North Carolina state that anyone who gets or tries to get assistance for himself or someone else by intentionally saying something that is untrue, or intentionally misrepresenting something as untrue, or intentionally not giving necessary information may be guilty of a misdemeanor or felony.

PENALTY FOR FRAUD:

Fraud is committed when a household knowingly gives incorrect or misleading information so the household will be eligible for energy assistance. The penalty for fraud is a fine or imprisonment and/or requirement to repay this money.

CIVIL RIGHTS:

No person in the United States shall, on the grounds of race, color, national origin, age, sex, disability, handicap, political beliefs, or religion, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this program.