



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

**ROY COOPER** • Governor

**KODY H. KINSLEY** • Secretary

**SUSAN GALE PERRY** • Chief Deputy Secretary for Opportunity and Well-Being

May 24, 2024

Dear County Director

SUBJECT: Sub-Recipient Self-Assessment of Internal Controls and Risk

The annual Sub-Recipient of Federal Funding Self-Assessment of Internal Controls and Risks Survey has now been posted for each County DSS or Stand-Alone CSE Agency to complete. This questionnaire is designed to assist grantees in the identification of strengths and weaknesses in its internal control structure. In addition to providing each county assistance in helping to identify issues, this effort is also a component of the State's overall monitoring plan, including review by the DHHS Office of Internal Auditor. To that end, Division of Social Services staff will use this form as a guide to assess the agency's internal control risk.

Please complete in full and return to the Division of Social Services by June 10, 2024. Please maintain a copy of the completed form for your records.

Both the survey and the Certification can be downloaded at the Monitoring website by selecting: [County Self-Assessment](#) or [Stand Alone Child Support Self-Assessment](#)

Your certified self-assessment may be submitted via email to the DSS Fiscal Monitors at [DSS.Fiscal.County.Monitors@dhhs.nc.gov](mailto:DSS.Fiscal.County.Monitors@dhhs.nc.gov)

If you have questions concerning the Self-Assessment, please contact one of our Fiscal Monitors at [DSS.Fiscal.County.Monitors@dhhs.nc.gov](mailto:DSS.Fiscal.County.Monitors@dhhs.nc.gov)

Sincerely,

Kim Goodwin  
Chief Division Budget Officer  
Division of Social Services / Business Operations

BG-03-2024

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES • BUSINESS OPERATIONS**

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