



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 10, 2023

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES**

**SUBJECT: Work First Block Grant/TANF Maintenance of Effort**

DHHS is again offering counties options to assist with meeting Maintenance of Effort (MOE) requirements for the current fiscal year.

The County's required Maintenance of Effort consists of the county funds in your Work First Block Grant and the county match in Child Protective Services IV-E Administration. Counties will be held to the mandate of meeting 100% of MOE this fiscal year (or 90% of original MOE for electing counties). If MOE is not met in full, the Budget Office will reclassify eligible TANF 100% Federal expenditures to county funds for MOE up to the amount of the required MOE.

**Maintenance of Effort**

To assist you in meeting MOE requirements, you may request permission from the DSS Budget Office by using the attached form to exercise either or both options below. Up to a total of 10% of your MOE in Work First Block Grant (NOT 10% for each option) can be used. You should contact your LBL before making any of these choices:

1. Automation: You may request to use the cost of automation that has been or will be purchased this fiscal year, and cost allocated on the DSS-1571 (not direct charges).

Note: If you submit a letter to the Controller and receive permission to direct charge automation cost to WFBG MOE, those costs qualify as MOE and would not need to be requested under this option. If you are approved to exercise this option, you must submit receipts for the automation costs to your LBL no later than May 31, 2023, to receive the MOE credit at year-end closeout.

2. Excess County spending in CPS IV-E Administration: You may request to use county dollars spent for CPS IV-E Administration over and above the MOE requirement for CPS IV-E Administration. That is, if you have exhausted your State

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

LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603

MAILING ADDRESS: 2401 Mail Service Center, Raleigh, NC 27699-2401

www.ncdhhs.gov • TEL: 919-855-6335 • FAX: 919-334-1018

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

allocation in CPS IV-E Administration, and you continue to code to this fund source, your county share increases to 50% of your expenditure. It no longer counts as true MOE, but you may request that the Budget Office count the additional county funds under this option, up to the 10% total allowable. Counties must complete the attached request form to receive this credit and forward by email to Judy Hopkins, [judy.hopkins@dhhs.nc.gov](mailto:judy.hopkins@dhhs.nc.gov) by May 31, 2023.

Please see request form attached to this memorandum. The Division staff will be available to assist counties, as plans are developed to meet the MOE requirement. Please contact your Local Business Liaison.

Sincerely,



Kimberly H. Goodwin  
Lead – Local Business Liaisons & Fiscal Compliance Monitors  
Business Operations

Cc: Susan Osborne, Assistant Secretary for County Operations  
Richard Stegenga, Deputy Director, Business Operations  
Lisa Cauley, Senior Director of Child, Family and Adult Services  
Carla West, Senior Director for Economic Security  
Felicia Harris, Chief Division Budget Officer  
Tiffiney Newton, Fiscal Officer, Business Operations  
Myra Dixon, DHHS Manager Public Assistance  
Local Business Liaisons

BG-05-2023