



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

ROY COOPER • Governor

KODY H. KINSLEY • Secretary

LISA TUCKER CAULEY • Division Director, Human Services

June 6, 2024

**DEAR COUNTY DIRECTORS OF SOCIAL SERVICES**

**ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS, MANAGERS,  
SUPERVISORS, AND SOCIAL WORKERS**

**SUBJECT: FAMILY REUNIFICATION SERVICES ANNUAL REPORT AND ANNUAL PLAN**

**REQUIRED ACTION:**  Information Only  **Time Sensitive**  Immediate

**PURPOSE/BACKGROUND: PROVIDE COUNTY CHILD WELFARE AGENCIES WITH DEADLINES AND  
TEMPLATES FOR THE REQUIRED FAMILY REUNIFICATION SERVICES ANNUAL REPORT AND  
ANNUAL PLAN**

As part of the North Carolina Division of Social Services (NCDSS) Monitoring Plan for Family Reunification Services funded by Promoting Safe and Stable Families (Title IVB-2), each county child welfare agency must submit an annual report and an annual plan on the attached templates.

This DCDL establishes deadlines and provides templates for both the Family Reunification Annual Report and Family Reunification Annual Plan as indicated below:

- Family Reunification Annual Report for SFY 2024 covers the service month allocation period of June 1, 2023, through May 31, 2024. The report is due by August 1, 2024.
- Family Reunification Annual Plan for SFY 2025 covers the service month allocation period between June 1, 2024, through May 31, 2025. The plan is due by August 1, 2024.

Released on December 19, 2022, [DCDL CWS 76 2022](#) notified county agencies that effective January 1, 2023, the Family Reunification Annual Report and Family Reunification Annual Plan are requirements to the Title IVB-2 Family Reunification Services Monitoring Tool. If county child welfare agencies have not submitted their required report and plan at the time of the monitoring review, this may result in a monitoring finding and be included in a corrective action plan, which may require financial reimbursement.

Additional information regarding Title IVB-2 Family Reunification Services can be found in the [Child Welfare – Prevention Services Funding manual](#). A power point with helpful information about this program is attached.

Please submit your county child welfare agency's Family Reunification Annual Report and Family Reunification Annual Plan to the State Foster Care Coordinator, Jessica Frisina at [Jessica.Frisina@dhhs.nc.gov](mailto:Jessica.Frisina@dhhs.nc.gov).

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

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

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Sincerely,



Adrian W. Daye  
Deputy Director for Child Welfare Practice  
Division of Social Services, Child Welfare  
North Carolina Department of Health and Human Services

Cc: Lisa Tucker Cauley, Senior Director of Human Services  
Kathy Stone, Section Chief for Safety and Prevention Services  
Kimaree Sanders, Section Chief for Regulatory and Licensing  
Peter West, Section Chief for County Operations

**ATTACHMENTS:**

Family Reunification Services Annual Report Template  
Family Reunification Services Annual Plan Template  
IVB2 Family Reunification Services Power Point

CWS-44-2024

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