



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Social Services

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
LISA TUCKER CAULEY • Division Director, Human Services

July 16, 2024

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS, ADOPTION PROGRAM MANAGERS, AND ADOPTION SUPERVISORS

SUBJECT: ADOPTION PROMOTION PROGRAM FUND

REQUIRED ACTION: Information Only Time Sensitive Immediate

Annually, the North Carolina Division of Social Services (NCDSS) provides baselines and program updates for the Adoption Promotion Program (APP) to the county child welfare agencies. This letter will provide the same information for the Adoption Promotion Program Fund for SFY 2024-2025

While the purpose of this letter is to announce the baselines and programs for the Adoption Promotion Program Fund, it is just as important to recognize the dedication and partnership of the county child welfare agencies and the private child placing agencies with NCDSS. This partnership resulted in 1137 children and youth achieving permanency through adoption during the SFY beginning July 1, 2023, through June 30, 2024. Thank you for your continuous dedication and support to the children and families of North Carolina.

The Adoption Promotion Program is a fee-for-service program for contracted private child placing agencies, who are licensed specifically for adoption. The participating agencies must be licensed as an adoption agency under the North Carolina Department of Health and Human Services.

The Adoption Promotion Program offers a one time, year-end, proportional funding allocation for county child welfare agencies that meet one or more of the criteria listed below:

- a. exceed a predetermined federal baseline or
- b. complete adoptions of teens and/or
- c. sibling groups of 3 or more who are placed together for adoption under baseline.

Additionally, the private and county agencies must agree that Adoptive Family Readiness, Family Post Placement Support, Child Post Placement Support and Legal Services will be provided by the private agency. The Adoption Services Agreement (DSS 5113) should be signed by both the public and private agency prior to services being rendered.

Questions regarding the Adoption Promotion Program can be directed to the State Adoption Manager Mary Mackins at Mary.Mackins@dhhs.nc.gov. **All DSS quarterly submissions and contract agency requests for payments should be emailed directly to app.contracts@dhhs.nc.gov.**

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LOCATION: 820 S. Boylan Avenue, McBryde Building, Raleigh, NC 27603
MAILING ADDRESS: 2411 Mail Service Center, Raleigh, NC 27699-2409
www.ncdhhs.gov • TEL: 919-527-6390 • FAX: 919-733-3052

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Sincerely,



Adrian W. Daye, MSW

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

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

Attachments:

1. APP Fact Sheet for SFY 2024-2025
2. Adoption Promotion Criteria and Guidelines
3. DSS-5320A Contract Agency Monthly Adoption Reporting and Payment Form
4. DSS-5113 Adoption Services Agreement
5. APP-Possible Funding Uses

CWS-56-24

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