



# North Carolina Department of Health and Human Services Division of Social Services

2401 Mail Service Center • Raleigh, North Carolina 27699-2401  
Courier # 56-20-25 Fax 919-334-1018

Beverly Eaves Perdue, Governor  
Albert A. Delia, Acting Secretary

Sherry S. Bradsher, Director  
(919) 733-3055

February 6, 2012

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES:**

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

The Division is again offering counties some 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. If you are not meeting MOE, a letter of explanation as to why MOE will not be met is required. This letter should be submitted to Dean Simpson, Chief, Economic and Family Services, DHHS, DSS 2420 MSC, Raleigh, NC 27699-2420 by May 2, 2012. A copy should be sent to Kathy Sommese, DSS Budget Officer, DHHS, DSS, 2417 MSC, Raleigh, NC 27699-2417. Please provide an email copy to your LBL.

### **Maintenance of Effort**

To assist you in meeting MOE, you may request permission from the DSS Budget Office by using the attached form to exercise either or both of the below options. 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 the automation to WFBG MOE, that is already counting toward 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 expenses to your LBL no later than May 31, 2012 in order 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 the State 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 Kimberly Harrell, NC DSS Budget Analyst, by May 31, 2012.

The Division staff will be available to assist counties, as plans are developed to meet the MOE requirement. If you need assistance, please contact your Local Business Liaison.

Sincerely,



Kathy Sommese, Budget Officer  
Budget Office



Dean Simpson, Chief  
Economic and Family Services

Cc: Sherry Bradsher  
Debbie Hawkins  
Myra Dixon  
Local Business Liaisons  
Children's Services Representatives  
Family Support Team Leaders  
Work First Representatives

Attachment

BG-01-2012

**MOE/CPS IV-E/Automation Request Certification Fiscal Year 2011-12**

DUE TO THE NC DSS Budget Office by May 31, 2012.

E-Mail to:

Kimberly.D.Harrell@dhhs.nc.gov must be emailed from the Director or fiscal officer. Please copy your LBL.

County Name \_\_\_\_\_

Please check by each of the options listed below that you would like to exercise.

\_\_\_\_\_ CPS IV-E:

This certifies that we will exceed our required CPS IV-E spending. We request that any qualified overage of required spending be applied to assist in meeting MOE.

\_\_\_\_\_ Automation:

We request approval to use automation expenditures in the amount of \$\_\_\_\_\_, that have been cost allocated on the DSS 1571 to be applied toward MOE spending. We will send invoices to our LBL no later than May 31, 2012.