



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

Pat McCrory  
Governor

Aldona Z. Vos, M.D.  
Ambassador (Ret.)  
Secretary DHHS  
  
Wayne E. Black  
Division Director

February 18, 2014

**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.

**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 30, 2014 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 Sandra Weathers, NC DSS Administrative Assistant, [mail to:Sandra.Weathers@dhhs.nc.gov](mailto:Sandra.Weathers@dhhs.nc.gov), by May 30, 2014.

Budget Office

[www.ncdhhs.gov](http://www.ncdhhs.gov) • [www.ncdhhs.gov/dss](http://www.ncdhhs.gov/dss)

Tel 919-527-6335 • Fax 919-334-1031

Location: McBryde Building • 820 S. Boylan • Raleigh, NC 27603

Mailing Address: 2417 Mail Service Center • Raleigh, NC 27699-2417

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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



David Locklear, Acting Chief  
Economic and Family Services

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

Attachment

BG-01-2014

**MOE/CPS IV-E/Automation Request Certification Fiscal Year 2013-14**

DUE TO THE NC DSS Budget Office by May 30 2014.

E-Mail to:

[Sandra.Weathers@dhhs.nc.gov](mailto:Sandra.Weathers@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 30 2014