



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

**ROY COOPER** • Governor

**MANDY COHEN, MD, MPH** • Secretary

**SUSAN OSBORNE** • Assistant Secretary for County Operations for  
Human Services

March 31, 2020

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES:**

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

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

The County's required MOE consists of the county funds in your Work First Block Grant and the county match in Child Protective Services IV-E Administration. Counties are mandated to meet 100% of MOE each fiscal year (or 90% of original MOE for electing counties). If MOE is not met in full, the DHHS-DSS 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 to exercise either or both options by using the attached form. Up to a total of 10% of your MOE in Work First Block Grant (not 10% for each option) can be used:

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 charged).

Note: If you submit a letter to the NC DHHS 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 29, 2020 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 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 NC DSS Budget Office count the additional county funds under this option, up to the 10% total allowable.

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

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Counties must complete the attached request form to receive this credit and forward by email to the DSS Budget Office, [DSS.Budget.Office.Requests@dhhs.nc.gov](mailto:DSS.Budget.Office.Requests@dhhs.nc.gov) by May 29, 2020.

Please see request form attached to this memorandum. If you have any questions or need assistance in developing a plan to meet MOE requirement, please contact your Local Business Liaison.

Sincerely,



Richard Stegenga  
Deputy Director, Business Operations



David Locklear  
Deputy Director, Economic and Family Services

BG-03-2020

Cc: Susan Osborne, Assistant Secretary for County Operations  
Lisa Cauley, Deputy Director, Child Welfare  
Regina Bell, Assistant Section Chief, Economic and Family Services  
Myra Dixon, DHHS Manager Public Assistance  
Local Business Liaisons  
NC DSS Budget Analysts