



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF SOCIAL SERVICES

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

WAYNE E. BLACK
DIRECTOR

March 13, 2018

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 requirements, you may request permission from the DSS Budget Office by using the attached form to exercise either or both options below. 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 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 31, 2018 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 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 the DSS Budget Office, DSS.Budget.Office.Requests@dhhs.nc.gov by May 31, 2018.

Please see request form attached to this memorandum. The Division staff will be available to assist counties, as plans are developed to meet the MOE requirement. Please contact your Local Business Liaison.

Sincerely,

A handwritten signature in blue ink that reads "Richard Stegenga". The signature is fluid and cursive, with a long horizontal line extending from the end of the name.

Richard Stegenga
Deputy Director, Business Operations

A handwritten signature in black ink that reads "David Locklear". The signature is cursive and somewhat stylized.

David Locklear
Deputy Director, Economic and Family Services

BG-05-2018

Cc: Michael Becketts, Assistant Secretary for Human Services
Wayne Black, Senior Director for Social Service and County Operations
Lisa Cauley, Deputy Director, NC DSS Child Welfare
Johnice Tabron, NC DSS Work First Program Supervisor
Myra Dixon, DHHS Manager Public Assistance
Regina Bell, Assistant Section Chief, Economic and Family Services
Local Business Liaisons
NC DSS Budget Analysts

MOE/CPS IV-E/Automation Request Certification Fiscal Year 2017-18

DUE TO THE NC DSS Budget Office by May 31, 2018.

E-Mail to:

DSS.Budget.Office.Requests@dhhs.nc.gov Request must be emailed from the Director or fiscal officer.

Please copy your LBL.

County Name _____

Please check the options 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, 2018.