



Richard O. Brajer
Secretary

Wayne E. Black
*Senior Director for Social Services
and County Operations*

December 28, 2016

Dear County Director of Social Services:

SUBJECT: Update on Subrecipient Self-Assessment of Internal Controls and Risk

It is time to complete the annual “Subrecipient Self-Assessment of Internal Controls and Risks” survey.

The Self-Assessment Survey and the Certification Form can be downloaded at the following website once available: <http://www2.ncdhhs.gov/dss/Monitoring/assessments.htm>.

Your certified self-assessment survey form must be submitted by email, mail or fax to Sandra Weathers via email Sandra.Weathers@dhhs.nc.gov or mail to DSS Budget Office, 2417 MSC, Raleigh, NC 27699-2417 or fax (919) 334-1031. You should always keep a copy of the completed Certification Form or Self-Assessment survey for your records. The deadline to return the required documents to Sandra Weathers is January 31, 2017.

If you have questions concerning the Self-Assessment Internal Control Documents, please contact Kim Goodwin at Kimberly.Goodwin@dhhs.nc.gov or Regina French at Regina.French@dhhs.nc.gov or Charles Robertson at Charles.Robertson@dhhs.dss.gov.

Sincerely,

Kathy Sommese
NC DSS Business Director

Attachment
cc: DSS Fiscal Monitors

BG-07-2016

