



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

August 28, 2020

**DEAR COUNTY DIRECTORS OF SOCIAL SERVICES**

**ATTENTION: DIRECTORS, FISCAL OFFICERS**

**SUBJECT: FEDERAL CARES ACT FUNDING**

**UPDATED WITH ADDITIONAL APPROVED EXPENDITURES**

**APS/CPS Essential Worker Additional Costs Addendum – Guidance and Clarification**

**REQUIRED ACTION:** \_\_\_ Information Only \_\_\_ Time Sensitive **X Immediate**

**PURPOSE**

The General Assembly passed Session Law 2020-4, the 2020 COVID-19 Recovery Act, which appropriated federal CARES Act funding to include \$8.3 million allocated to county DSS agencies to support additional Adult Protective Services/Child Protective Services. These funds are made available effective March 1, 2020 thru 12/30/2020.

**Additional Use of Funds – APS/CPS only**

This DCDL updates the previously issued July 14 and July 16 (update), 2020 DCDL's, adding additional allowable expenditures to the current APS/CPS Funding Authorization.

**APS COVID - (DSS 1571, Part II) Program Code – PSC, Service Code 203**

**Expenses for Medical/Protective Expenses/Food Delivery**

(Adult Protective Services Open Cases Only)

Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment for adult protection services and individuals with disabilities in community settings in connection with the COVID-19 public health emergency. Expenses for food delivery to support residents receiving Adult Protective Services activities, to enable compliance with COVID-19 public health precautions.

**Improving Telework Capabilities**

Expenses to support Adult Protective Services staff telework capabilities for these public employees to enable compliance with COVID-19 public health precautions. Technology/equipment to enable all forms of remote work and collaboration and to maintain operations with limited physical presence due to the social distancing required to address COVID-19. Remote Work Tools include laptops, software, printers and additional mobile tools that improve telework capacity for APS staff responsibilities. Due to the nature of these funds, no ADP submission is required.

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

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**CPS COVID – (DSS 1571, Part II) Program Code – PSC, Service Code 213**

**Education Expenses**

(CPS Foster Care Cases Only)

Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions to support the educational needs of children in foster care. This includes the purchase of computers, tablets, printers or other devices for children in foster care to participate in virtual education. Tutorial and Remedial Assistance including group or individual services provided to youth in foster care to ensure that their learning needs are met during the pandemic is also included.

**Improving Telework Capabilities**

Expenses to support Child Protective Services staff telework capabilities for these public employees to enable compliance with COVID-19 public health precautions. Technology/equipment to enable all forms of remote work and collaboration and to maintain operations with limited physical presence due to the social distancing required to address COVID-19. Remote Work Tools include laptops, software, printers and additional mobile tools that improve telework capacity for CPS staff responsibilities. Due to the nature of these funds, no ADP submission is required.

**ACCESSING FUNDS / REQUESTING REIMBURSEMENT**

These expenses will be claimed for reimbursement through the NC-CoReLS/1571 system, via existing APS 303, and CPS 309 Part II program codes, application codes 303 and 309. A revised SIS Manual to include expanded definitions will be posted shortly.

Funding for these expenditures is available retroactive to March 1, 2020 via prior period adjustment. Expenditures must be dated within the covered period ending 12/30/20 but updated information clarifies that expenditures can be claimed on subsequent 1571 submissions. Reimbursement cannot be claimed if already reimbursed with another funding source. If reimbursements were claimed via 1571 in prior months that are eligible for this funding, you must make a prior month adjustment to reverse that claim. If your agency has been reimbursed with funding not processed through the 1571 you cannot use this funding. Counties must maintain documentation to support appropriate use and expense as indicated NC DHHS/DSS Dear County Director Letters.

If you have questions or need clarification about these funds, please contact your Local Business Liaison.

Sincerely,



Richard Stegenga  
Deputy Director, Business Operations  
Division of Social Services

Cc: Susan G. Osborne, Assistant Secretary for County Operations  
Zachary E. Wortman, Chief Operating Officer, Human Services  
Lisa Tucker Cauley, Deputy Director for Child Welfare Services  
Joyce Massey-Smith, Director, Division of Aging and Adult Services  
Hank Bowers, Assistant Director for Aging and Adult Services  
Karey Perez, Adult Services Section Chief

BG-10-2020