



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

September 16, 2020

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: DIRECTORS, FISCAL OFFICERS

SUBJECT: FEDERAL CARES ACT FUNDING

UPDATED GUIDANCE:

COVID APS/CPS FUNDS - \$8.3 Million

COVID FOSTER CARE STIPEND - \$4,350,000 (updated to add \$800,000 per HB1105)

COVID LINKS FUNDS - \$290,000

This DCDL updates the previously issued July 14, July 16, August 28, 2020 DCDL's.

APS/CPS

Effective immediately, funds are shifted from reimbursement (via NC-CoReLS/1571) to advance to counties. The current funding authorization still stands. Next week, Counties will be advanced the balance of funds available (via EFT direct deposit) after the 8/15/2020 1571 submission. Any claims submitted on the 9/15/2020 1571 will be reclassified to Non-Reimbursable. Please continue to submit monthly expenditures, utilizing the current APS/CPS COVID codes in place (shifting to NR) in order to balance, reconcile and to meet reporting requirements.

APS/CPS Staffing

APS Evaluations, Planning, Mobilizing services.

CPS Investigations, Assessment, In-Home services.

COVID-19 Justification Statement:

COVID-19 has impacted county's staffing capacity due to any of the following:

- staff absent with COVID-19
- staff absent due to caring for a family member with COVID-19
- staff quarantined
- staff absent due to no school or child care open

These expenses include:

- Overtime/Compensatory time earned since March 1st and paid out
- Temporary or contract staff hired to assist with capacity to meet demand of APS and CPS reports

**Questions about specific covered expenses should be emailed to Kathy Sommese – kathy.sommese@dhhs.nc.gov

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

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

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

APS - 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.

COVID-19 Justification Statement:

Citizens over 65 are at high risk for COVID-19. To reduce this risk for APS case victims there are vital services needed that are impacted by need for social distancing to meet basic minimum needs.

Examples of these expenses include:

- providing for food delivery
- medical supplies
- sanitizing products and personal protective equipment for adult protection services and individuals with disabilities in community settings

** Questions about specific covered expenses should be emailed to Kathy Sommese – kathy.sommese@dhhs.nc.gov

APS - 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.

COVID-19 Justification Statement:

COVID-19 has resulted in the need to reduce the number of staff in offices. The work of APS must continue and remote workforce options are critical. Resources are needed to support telework capabilities for public employees in APS to enable remote work.

Examples of these expenses include:

- Laptops
- Printers
- Headphones
- Additional mobile tools that improve telework capacities

** Questions about specific covered expenses should be emailed to Kathy Sommese – kathy.sommese@dhhs.nc.gov

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

CPS - 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.

COVID-19 Justification Statement:

To support remote and remedial learning for CPS children in Foster Care as a result of remote learning due to COVID-19.

Examples of these expenses include:

- Costs of remote learning environments in lieu of in-person school
- Computers, internet, printers for children to participate in virtual school curriculum
- Tutoring for CPS children in foster care who need additional education assistance

** Questions about specific covered expenses should be emailed to Kathy Sommese – kathy.sommese@dhhs.nc.gov

CPS - 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.

COVID-19 Justification Statement:

COVID-19 has resulted in the need to reduce the number of staff in offices. The work of CPS must continue and remote workforce options are critical. Resources are needed to support telework capabilities for public employees in CPS to enable remote work.

Examples of these expenses include:

- Laptops
- Printers
- Headphones
- Additional mobile tools that improve telework capacities

** Questions about specific covered expenses should be emailed to Kathy Sommese – kathy.sommese@dhhs.nc.gov

ACCESSING FUNDS / REPORTING ACTUAL EXPENSES

The balance of unreimbursed funds, post 8/15/20, 1571 submission will be advanced via EFT direct deposit to counties per the current Funding Authorization. Counties will need to submit actual monthly expenses each month, via 1571, utilizing the current APS/CPS codes, re-mapped to Non-Reimbursable. In addition, per the latest federal guidance, counties will be required to submit separate, monthly reporting forms matching expenses reported in the monthly 1571. These reports will require breakdown of expense per category – APS salaries/benefits, CPS salaries/benefits, APS Medical/Protective/Food Delivery, APS Telework, CPS Foster Care Education Expenses, CPS Telework. Backup to support those expenses will also need to be provided (payroll register/report, invoices, etc.). More detail will follow this week to include additional guidance, required forms, monthly deadlines, etc.

As a reminder, funding for APS/CPS COVID funds is available retroactive to March 1, 2020 via prior period adjustment. Expenditures must be dated within the covered period ending 12/30/20. Expenses cannot be duplicative of other federal or state funds (other federal, Non-DHHS COVID funds sent directly to counties).

FOSTER CARE STIPEND

As with APS/CPS, COVID Foster Care Stipend funds will shift to county advances. As this is a non-1571, invoice-based process, a different approach will be taken. In the next week, a determination will be made as to the date to cease reimbursement-based payments and action advance payments. State system reporting data will be used to calculate per-county budget, based on eligible children, latest allocation. Current county COVID invoice reports will continue to be submitted to Tina Bumgarner in order to meet reporting requirements. We will follow up shortly on the details of above.

As a reminder, funding for COVID Foster Care Stipend funds should be paid by counties effective April 1, 2020, are available until funds are exhausted, no later than 12/30/2020, but should be paid out well in advance of that date.

** Questions about specific to this process should emailed to Tina Bumgarner – tina.bumgarner@dhhs.nc.gov

LINKS

COVID LINKS funds will not shift to advance, will stay in current process.

** Questions about specific to this process should be emailed to Erin Conner – erin.conner@dhhs.nc.gov

It is critical to utilize COVID funding within the allowable timeframe. We will be working closely with counties review expense reporting, funds utilization. As this timeline advances, we will reach out, if necessary, to recover, redeploy and potentially repurpose unutilized funds.

Sincerely,



Richard Stegenga
Deputy Director, Business Operations
Division of Social Services

Cc: Susan G. Osborne, Assistant Secretary for County Operations, DHHS
Zachary E. Wortman, Chief Operating Officer, DHHS Human Services
Lisa Tucker Cauley, Deputy Director for Child Welfare Services, DSS
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, Division of Aging and Adult Services
Kathy Sommese, Fiscal Manager, Division of Social Services

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