



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

July 17, 2019

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES  
ATTENTION: Child Support Managers and Supervisors

SUBJECT: INFORMATION: County Annual Report of Incentive Expenditures SFY2019

Pursuant to Session Law 2015-241; SECTION 12C.7(c), County Child Support Services Programs are required to:

1. Submit an annual plan describing how federal incentive funding would improve program effectiveness and efficiency as a condition of receiving federal incentive funder; and
2. Report annual on:
  - (i). how federal incentive funding has improved program effectiveness and efficiency and been reinvested into their programs;
  - (ii) provide documentation that the funds were spent per their annual plan; and
  - (iii) explain any deviations from their plans.

The Annual Report of Incentive Expenditures for SFY2019 is due on August 1, 2019. However, due to a delay in completing the document, this due date has been extended to August 15, 2019. The document will be distributed to individual counties via email by Friday, July 19, 2019. A sample of the report is attached.

The document includes the following elements that are populated for each county:

- **TOTAL INCENTIVE FUNDS ESTIMATE REPORTED FOR SFY2019** (this is the amount the county estimated to receive and spend for SFY2019)
- **INCENTIVE FUNDS ADVANCED FOR SFY2019** (10.2018 – 06.2019) (this is the amount of incentive funds advanced to the county for SFY2019)
- **FINAL SETTLEMENT FOR FFY2016 DISBURSED 10.2018** (this is the final settlement paid to the county for FFY2016 – a partial settlement was disbursed for FFY2016 in June, 2018.)
- **TOTAL INCENTIVE FUNDS PAID TO THE COUNTY DURING SFY2019** (this is the total of the amount advanced and the final settlement paid)
- **EXPECTED OUTCOMES USING INCENTIVE FUNDS** (this is the information provided by the county regarding outcomes due to reinvesting incentive funds)
- **SFY2018 versus SFY2019 PERFORMANCE MEASURE COMPARISONS FOR COUNTY** (this is informational only and provides each county's performance for SFY2019 as compared to SFY2018)

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

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The document also includes the following information that **must** be completed by the county (these areas are highlighted in yellow):

- **TOTAL INCENTIVE EXPENDITURES REINVESTED DURING SFY2019** (this is the total amount the county spent of the total incentive funds received during SFY2019, including the final settlement)
- **TOTAL INCENTIVE EXPENDITURES RETAINED BY COUNTY DURING SFY2019** (this is the total amount of the total incentive funds received during SFY2019, including the final settlement, the county retained)
- **IF THERE WERE ANY CHANGES TO THE SFY INCENTIVE SPENDING PLAN, INDICATE THOSE CHANGES AND THE IMPACT ON THE OUTCOME OF PERFORMANCE MEASURES** (this section should be populated if there was a deviation in the original spending plan and indicate how the change impacted the outcomes, this section may also be used to indicate any explanation regarding final performance measure outcomes)

The County Annual Plan for Incentive Funds will be sent to the counties by August 15, 2019 and will be due September 15, 2019. More information will be provided in August 2019.

Should you have questions or need additional information, please contact Carla West at (919) 855-4405 or Debbie Henderson at (919) 855-4455.

Sincerely,



Carla L. West, Section Chief

Attachment

cc: IV-D Regional Program Representatives  
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