



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

February 3, 2021

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

DEAR EXECUTIVE DIRECTORS OF ADOPTION CHILD PLACING AGENCIES

ATTENTION: ADOPTION PROGRAM MANAGERS AND ADOPTION SUPERVISORS

SUBJECT: ADOPTION PROMOTION PROGRAM FUND

REQUIRED ACTION: Information Only Time Sensitive Immediate

The North Carolina Division of Social Services appreciates the dedication and partnership of our county child welfare agencies and contracting private child placing agencies in support of the Adoption Promotion Program. As a result of your efforts, 1,551 children and youth achieved permanency through adoption between June 1, 2019 and May 31, 2020. Thank you for your continued dedication to the children and families of North Carolina.

The purpose of this letter is to announce county child welfare agency baselines and provide program updates for the Adoption Promotion Program Fund for SFY 2020-2021. The federal baseline is determined by considering the number of adoptions that occurred over the past three years and the number of children in foster care. The Adoption Promotion Program (APP) is a fee for service program for contracted private child placing agencies, who are licensed specifically for adoption. The participating agencies must be licensed as a public or private adoption agency under the North Carolina Department of Health and Human Services. Additionally, the private and county agencies must agree that Adoptive Family Readiness, Family Post Placement Support, Child Post Placement Support and Legal Services will be provided by the private agency. The Adoption Promotion Program offers a one time, year-end, proportional funding allocation for county child welfare agencies that exceed a predetermined federal baseline or complete adoptions of teens and/or sibling groups of 3 or more who are placed together for adoption under baseline.

County baselines and specific program updates for SFY 2020-2021 can be found in the APP Fact Sheet SFY 2020-2021. Current year updates include new submission processes for private contracting agencies and county child welfare agencies. The Adoption Promotion Program Criteria and Guidelines and forms are attached to assist county child welfare agencies and private child placing agencies to implement the program and request payment.

Questions regarding the Adoption Promotion Program can be directed to Shirley Williams at Shirley.Williams@dhhs.nc.gov or 919-527-6404 and Beth Riley at Beth.Riley@dhhs.nc.gov or 910-986-8078. All DSS quarterly submissions and contract agency requests for payments should be emailed directly to app.contracts@dhhs.nc.gov.

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

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AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Sincerely,

Carla McNeill

Carla McNeill, MSW
Section Chief for Permanency Planning
NC Division of Social Services, Child Welfare Section
North Carolina Department of Health and Human Services

CC: Susan G. Osborne, Assistant Secretary for County Operations for Human Services
Lisa T. Cauley, Senior Director of Child, Family and Adult Services
Teresa Strom, Section Chief for County Operations
Kathy Stone, Section Chief for Child Protective Services and Prevention
Linda Waite, Interim Section Chief for Licensing and Regulatory Services

Attachments:

1. Adoption Promotion Program Criteria and Guidelines
2. APP Fact Sheet for SFY 2020-2021
3. DSS – 5320 DSS Monthly Adoption Reporting Form
4. DSS – 5320A Contract Agency Monthly Adoption Reporting and Payment Form
5. DSS – 5113 Adoption Services Agreement (revised)

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