



North Carolina Department of Health and Human Services  
Division of Social Services

325 North Salisbury Street • 2410 Mail Service Center • Raleigh, North Carolina 27699-2410  
Courier # 56-20-25

Beverly Eaves Perdue, Governor  
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director  
(919) 733-3055

May 31, 2011

**DEAR COUNTY DIRECTORS OF SOCIAL SERVICES**

**SUBJECT: 2011-2012 TANF/DV PLAN AND MEMORANDUM OF UNDERSTANDING**

The purpose of the Temporary Assistance to Needy Families/Domestic Violence (TANF/DV) fund is to provide direct services to eligible clients and their children to promote safety and economic stability. Utilizing TANF/DV funds requires a written agreed plan between the county department of social services (DSS) and local domestic violence (DV) agency. Child Welfare and Work First policy also recommend that county DSS create a MOU with community agencies including local DV agencies. The Division encourages all agencies to utilize this TANF/DV MOU planning process as a way to collaborate in developing a comprehensive MOU between the DV agency and county DSS staff including child welfare and Work First representation in order to meet the domestic violence service needs in the community and ultimately improve the outcomes of the families and communities served.

Attached are Guidelines for appropriating TANF/DV funds. The list of allowable expenditures noted in the Guidelines is not exclusive. Any appropriate expenditure that DSS and the DV agency agree on that will promote safety and economic stability for clients and children can be allowed as long as it falls within TANF Guidelines.

Also attached is a combined Sample **TANF/DV Plan and MOU**. This serves as a **guide to address specific information that should be included in each plan**. It not only addresses the process and agreed use of the TANF funds but also contains several pertinent MOU strategies that highlight successful collaboration between the county DSS and the DV agency. An additional attachment is a document of optional MOU strategies to consider that all parties may discuss to include in the combined TANF/DV Plan and MOU if agreed as appropriate. All MOU strategies were developed collaboratively with representation from the Division of Social Services, NC Coalition Against Domestic Violence, NC Coalition Against Sexual Assault, NC Council for Women, University partners, providers of service, and county DSS.

Counties are encouraged to be creative in determining how to meet the needs of families. Please share the TANF/DV Plan and MOU information with staff at all levels within child welfare and Work First in order to seek feedback as to any identified strengths to build on, needs to improve, as well as a means to provide some awareness of the fund and collaboration efforts.

The 2011-2012 TANF/DV funding authorization for each county is unknown at this time. The current recommendation in the Governor's budget is that TANF/DV be funded at the same state level of \$2.2 million as it was in SFY2011. It is then allocated to county DSS through a base of \$5,000 each and the remaining funds are allocated based on the county's proportion of Work First caseload as of July 1, 2011 and proportion of individuals receiving DV services from programs funded by the Council for Women in the county. The authorization will be provided as available and enacted within the TANF Block Grant of the SFY 2011-2012 budget appropriation.

The Division of Social Services and the [NC Council for Women](http://www.nccadv.org) will review the Plans and provide consultation and technical assistance to DSS and local DV agencies if needed. The NC Coalition Against Domestic Violence is also a resource for technical assistance or training and can be reached at [www.nccadv.org](http://www.nccadv.org) or 888-232-9124.

If submitting hard copies (**one original signed in blue ink and one copy**), it must be signed by the **Director or the Director's designee in blue ink for both the DSS and the DV agency**. An alternative sufficient option is to submit a soft copy with an electronic signature by both agencies. Please submit the 2011-2012 TANF/DV Plan by **June 28, 2011** to:

**(MAILING ADDRESS)**

North Carolina Division of Social Services  
Child Welfare Services  
Attn: Rick Zechman  
MSC 2410  
Raleigh, NC 27699-2410

**(DELIVERY ADDRESS for UPS, FEDEX & DHL)**

North Carolina Division of Social Services  
Child Welfare Services  
Attn: Rick Zechman  
325 N. Salisbury Ste. 779  
Raleigh, NC 27603

**EMAIL**

[eric.zechman@dhhs.nc.gov](mailto:eric.zechman@dhhs.nc.gov)

Any questions regarding the TANF/DV Plan and information in this letter should be directed to Rick Zechman via email at [eric.zechman@dhhs.nc.gov](mailto:eric.zechman@dhhs.nc.gov) or by phone at (919) 334-1108.


Sincerely,



Kevin Kelley, Interim Section Chief  
Child Welfare Services



Dean Simpson, Chief  
Economic & Family Services Section



Jill Dinwiddie, Executive Director  
NC Council for Women

Attachments: [Guidelines for Temporary Assistance to Needy Families/Domestic Violence Funds MOU Optional Strategies](#)  
[Sample TANF/Domestic Violence Plan and MOU](#)

cc: Sherry Bradsher  
Kathy Sommese  
Dean Simpson  
Hank Bowers  
Domestic Violence Agencies  
NC Council for Women  
Children's Program Representatives  
Work First Program Consultants  
Local Business Liaisons