



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

325 North Salisbury Street

2439 Mail Service Center • Raleigh, North Carolina 27699-2439

Courier # 56-20-25

Michael F. Easley, Governor
Dempsey Benton, Secretary

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

February 7, 2008

Dear County Director of Social Services

Attention: Work First Demonstration Grant Counties

Subject: Work First Demonstration Grants

It is time to submit your Work First Demonstration Grant (WFDG) proposals for the State Fiscal Year (SFY) 2008-2009. Reports show that some of the WFDG counties for SFY 2007-2008 have implemented projects that are increasing the work participation rate. The Division commends you on your success.

As you prepare to write proposals for 2008-2009, the Division challenges each WFDG county to review your current project(s) for measured outcomes needed to show an increase in participation rates. Please use the below questions as a guideline as you write specific projects for your county:

- have barriers preventing increased participation rates been identified
- has your agency utilized available county resources
- are partnerships developed showing collaboration with community partners
- are evidence based outcomes established and measurable
- is proposal written in compliance with TANF federal policy
- is the project(s) showing outcomes needed to increase work participation
- is the project(s) replicable from county to county
- how is the project(s) family-centered
- is the project(s) in compliance with the American Disabilities Act and Office of Civil Rights guidelines

It is important that all WFDG counties implement strategies showing positive results to increase the state's Work Participation Rate. This will provide the Division with evidence based reports to share with the General Assembly and assure that the Division is progressing toward meeting the required federal participation rates. Your Work First Demonstration Grant Consultant and your Work First Representative are available to assist you with identifying projects not yet implemented that your county can demonstrate to show results that are needed.

All grant awards for 2008-2009 will continue through Funding Authorization. Counties who are requesting extensions in SFY 2008-2009 need to ensure their county budget plan includes the reimbursement process. All grant awards are required to end no later than the end of **SFY 2009-2010, with a 3 year grant period limitation.**

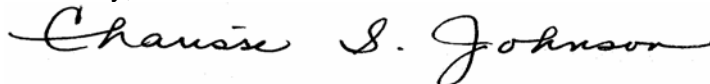
All third year grant projects will end no later than **June 30, 2009**. The second year grant counties projects will end no later than **June 30, 2010**.

Your proposed local plan must include a detailed budget of expenditures to determine the amount needed to accomplish your work. A sample format is attached for guidance. You will also need a signed Terms and Conditions agreement. You will find the Terms and Conditions agreement also attached. This agreement is an integral part of your local grant plan. If your community partners are part of your action steps or strategies, they will need to review the Terms and Conditions and sign it as a part of applying for the grant. No maximum or minimum amount has been set for the grant awards. In the event that your award request exceeds the budget for grants for 2008-2009, adjustments may occur to accommodate all approved plans.

If you are interested in submitting a grant proposal for **2008-2009**, your agency will need to submit a detailed plan showing how you will increase the work participation rates in your county. All information above must be included. Your grant proposal and a written request for an extension signed by the director are required to be submitted to the Division by close of business on **March 31, 2008**. Please mail three (3) hard copies to the attention of Johnice Tabron, Work First, Local Support Supervisor at NCDSS, 2439 Mail Service Center, 325 N. Salisbury Street, Room 1021 L, Raleigh, NC 27699-2439. Email an electronic copy to your assigned WFDG Consultant, Judy.Lawrence@ncmail.net or Tracy.Hicks@ncmail.net. **If you decide not to request continuation for a grant project for SFY 2008-2009, please submit this decision in writing signed by the director no later than March 31, 2008.**

Please contact your assigned Work First Demonstration Grant Consultant, Judy Lawrence or Tracy Hicks for questions. We thank you for your commitment and dedication to meet the challenge of increasing the Work First Participation Rate for the state of North Carolina.

Sincerely,



Charisse S. Johnson, Chief
Family Support and Child Welfare Services

cc: Sherry Bradsher
JoAnn Lamm
Sarah Barham
Local Business Liaisons
FSCWS Team Leaders
Work First Consultants and Representatives
Children's Services Program Representatives

Attachments:

[Grant Proposal Checklist](#)
[Sample Budget Format](#)
[Term and Conditions Form](#)

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