



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

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Courier # 56-20-25 Fax 919-733-9386

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Pheon E. Beal, Director  
(919) 733-3055

September 3, 2004

**Dear County Director of Social Services**

**Subject:** Child Welfare Staffing Allocations/Aid to Counties for CPS

**Attention:** Child Welfare Program Managers  
DSS Fiscal Officers

During the recent session, the North Carolina General Assembly appropriated the sum of \$5 million to the Division for the purpose of providing aid to counties for child protective services. The funds are a combination of TANF and State dollars, and are to be distributed based on a formula that addresses the needs of counties that have high caseload per child protective services worker ratios. It is the intent of the members of the General Assembly that these funds not be used to supplant any other source of funding for staff. Rather, these funds can only be used to increase the number of child protective workers throughout the state.

In collaboration with the North Carolina Association of County Directors of Social Services, the Division devised a formula for the dispersal of these funds to county departments of social services. The formula takes into consideration child welfare standards for staffing levels at one CPS worker per twelve families for Investigative Assessments and Case Planning/Case Management cases in all counties. In addition, for the 52 Multiple Response Counties, considerations were given to attain a staffing ratio of 1:10 for Investigative/Family Assessments and CP/CM cases.

The attached spreadsheet should be considered to be in draft form, since the committee is continuing to review TANF Block Grant and MOE expenditures for the identified counties as well. Please use this preliminary information to assist your agency in moving forward with planning with your boards, county commissioners and managers. We acknowledge that each of you may have different processes that you must go through to establish positions. It is our hope and intent with this letter that this initial information will help you move along in the process of establishing positions if indicated. Please note that some of this information is subject to change but not significantly. Once the allocations are finalized, a revised spreadsheet will be released. At that time, instructions will be given to those counties regarding the need for a plan to be submitted on how counties will move forward to establish the positions and time frames to do so. In addition, directions will be provided on which codes counties will use to claim reimbursements.

If you have questions or comments on the attached information, please contact David Atkinson with the Division at [David.Atkinson@ncmail.net](mailto:David.Atkinson@ncmail.net).

Sincerely,

A handwritten signature in black ink, appearing to read "Jo Ann Lamm".

Jo Ann Lamm, Program Administrator  
Family Support and Child Welfare Services

Attachment

cc: Pheon Beal Work First Representatives  
Sherry Bradsher Local Business Liaisons  
Sarah Barham Children's Program Representatives  
Family Support and Child Welfare Services Team Leaders  
Nancy Coston, Chair of Child Welfare Funding Subcommittee

**FSCWS-38-04**