



DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF SOCIAL SERVICES

ECONOMIC & FAMILY SERVICES

ROY COOPER
GOVERNOR

MANDY COHEN, MD, MPH
SECRETARY

WAYNE E. BLACK
SR. DIRECTOR FOR SOCIAL SERVICES
AND COUNTY OPERATIONS

July 21, 2017

Dear County Directors of Social Services

Attention: Food and Nutrition Services (FNS) Administrators, Managers, and Supervisors

Subject: FNS Application Processing Study

North Carolina has been selected to participate in a survey conducted by United State Department of Agriculture (USDA) FNS, in conjunction with IMPAQ International LLC, a research company. The survey will identify more efficient practices and provide guidance to improve application processing timeliness to better serve needy families throughout North Carolina. As part of this study, the Division must conduct a survey regarding staffing as it relates to the FNS Program.

The Division is requesting for each county to provide the number of FNS Caseworkers for the calendar years of 2012-2015. The attached spreadsheet must be completed and emailed no later than **Friday, July 28, 2017** to Dana Allen at Dana.M.Allen@dhhs.nc.gov. If you have any questions regarding the survey, please contact Valerie Dixon via email at Valerie.Dixon@dhhs.nc.gov or call 919-527-6310.

Sincerely,

A handwritten signature in black ink that reads "David Locklear".

David Locklear, Chief
Economic and Family Services Section

Attachment (1):
[\(FNS Application Processing Study\)](#)

EFS-FNSEP-16-2017