



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

325 North Salisbury Street

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Courier # 56-20-25

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

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

June 20, 2011

Dear County Director of Social Services:

Attention: Work First Program Administrators and Supervisors

Subject: Work First Biennial County Planning

This letter is to inform counties that the Division is officially beginning the Work First Block Grant planning cycle for 2012-2014. Program guidance is being provided in this letter for county planning with deadlines for submitting required information.

Electing Counties

Electing counties for the Work First Block Grant Planning biennium are the following: Beaufort, Caldwell, Catawba, Lenoir, Lincoln, Macon, and Wilson. **All Electing Counties are subject to the General Assembly appropriation provisions.** Electing Counties must submit a request to the Division to continue or discontinue their Electing County status. All other counties must remain as Standard Counties for the 2012-2014 biennium. **The deadline to return the Electing County designation form is by close of business August 1, 2011.** The decision must have the support of three-fifths of Electing County commissioners. Designation letters with original signatures must be submitted to the Division of Social Services no later than the established deadline. If the designation letter is provided after the deadline, the Electing County will be re-designated as a Standard county.

Funds available for distribution to Electing counties will be adjusted based on State and/or Federal legislation. When Electing counties are preparing their plans and deciding whether to remain as Electing or change to Standard, counties must be cognizant that any estimates received from the Division of Social Services' (DSS) Budget Office will be based on current available dollars and subject to change based on legislative decisions. Electing County budgets will be effective July 1, 2012 and the programmatic changes will be effective October 1, 2012 during this planning period.

Standard Counties

Standard counties are required to complete a Work First Block Grant Standard County Survey. This survey must be submitted to the Division and placed on file at the local department of social services for review.

Electing and Standard Counties

Counties should involve multiple community partners in the biennial process for the Work First Block Grant. This is an opportunity for all counties to take full advantage of the localized flexibility provided for in the Work First Program. Preparations should begin now in the development of the Work First Block Grant for the 2012-2014 bienniums. Current and/or former Work First recipients, employers, childcare providers, child welfare staff, community advocacy agencies, and others may prove to be valuable resources in the biennial process.

The Electing County Work First Block Grant Plans are due to the Division of Social Services **no later than close of business on September 30, 2011**. Standard County Surveys are due to the Division of Social Services **no later than close of business October 31, 2011**. All Plans and Surveys must be reviewed and approved by the Division.

Attached is the Electing County Work First Planning Outline, Electing County designation letter, Work First Block Grant Standard County Survey and timeline. Review the submission requirements thoroughly, as some changes have been made.

If there are questions, please contact your Work First Program Consultant.

Sincerely,



Dean Simpson, Chief
Economic and Family Services Section

DS/kha

Attachments (4)

EFS-WF-15-2011

cc: Sherry Bradsher
Jack Rogers
Kathy Sommese
Hank Bowers
Kevin Kelley
Work First Local Support
Local Business Liaisons
Children Services Program Representatives