

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

2420 Mail Service Center • Raleigh, North Carolina 27699-2420

Beverly Eaves Purdue, Governor
Albert A. Delia, Acting Secretary

Sherry S. Bradsher, Director
(919) 527-6300

December 17, 2012

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: Work First Program Managers and Supervisors

SUBJECT: 2013 Work First Family Assistance Keying Deadlines

The WFFA Keying Deadline Chart is attached for the 2013 Calendar Year. The chart is based on the state holiday schedule. For counties that do not follow the state holiday schedule, the county will have to adjust the chart accordingly. In addition, counties that may be affected by furlough days in which the entire local DSS office is closed will have to adjust the chart accordingly.

If you have any questions, please submit them to workfirst.support@dhhs.nc.gov.

Sincerely



Dean Simpson, Chief
Economic and Family Services Section

DS/wdr

cc: Work First Program Consultants
Work First Policy Consultants

EFS-WF-35-2012

2013 KEYING DEADLINE DATES

AUTO 10-DAY NOTICE	MANUAL 10-DAY NOTICE	1ST QR DEADLINE (N/A to WFB cases)	2ND QR DEADLINE (N/A to WFB cases)	REGULAR RUN	ACCEPT NEXT MONTHS WORK
1/11/2013	1/14/2013	1/11/2013	1/22/2013	1/30/2013	1/31/2013
2/11/2013	2/12/2013	2/12/2013	2/27/2013	2/27/2013	2/28/2013
3/11/2013	3/12/2013	3/12/2013	3/27/2013	3/27/2013	3/28/2013
4/11/2013	4/12/2013	4/9/2013	4/29/2013	4/29/2013	4/30/2013
5/13/2013	5/14/2013	5/13/2013	5/30/2013	5/30/2013	5/31/2013
6/11/2013	6/12/2013	6/11/2013	6/27/2013	6/27/2013	6/28/2013
7/12/2013	7/15/2013	7/9/2013	7/30/2013	7/30/2013	7/31/2013
8/13/2013	8/14/2013	8/13/2013	8/29/2013	8/29/2013	8/30/2013
9/11/2013	9/12/2013	9/10/2013	9/27/2013	9/27/2013	9/30/2013
10/14/2013	10/15/2013	10/11/2013	10/30/2013	10/30/2013	10/31/2013
11/7/2013	11/8/2013	11/13/2013	11/26/2013	11/26/2013	11/27/2013
12/9/2013	12/10/2013	12/10/2013	12/30/2013	12/30/2013	12/31/2013