

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

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

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

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

November 19, 2010

DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: Work First Program Managers and Supervisors

SUBJECT: Work First Family Assistance Keying Deadline

The WFFA Keying Deadline Chart is attached for the 2011 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 affected by furlough days in which the entire local DSS office is closed will have to adjust the chart accordingly.

Please contact your Work First Program Consultant, if you have any questions.

Sincerely



Dean Simpson, Chief
Economic and Family Services Section

Attachment: Keying Deadline Chart

cc: Work First Program Consultants
Work First Policy Consultants

EFS-WF-47-2010

2011 KEYING DEADLINE DATES

AUTO 10-DAY NOTICE	MANUAL 10-DAY NOTICE	10th WORKDAY OF THE MONTH	1ST QR DEADLINE (N/A to WFB cases)	2ND QR DEADLINE (N/A to WFB cases)	REGULAR RUN	ACCEPT NEXT MONTHS WORK
1/7/2011	1/10/2011	1/14/2011	1/10/2011	1/26/2011	1/26/2011	1/27/2011
2/7/2011	2/8/2011	2/14/2011	2/8/2011	2/23/2011	2/23/2011	2/24/2011
3/10/2011	3/11/2011	3/14/2011	3/8/2011	3/28/2011	3/28/2011	3/29/2011
4/7/2011	4/8/2011	4/14/2011	4/11/2011	4/26/2011	4/26/2011	4/27/2011
5/9/2011	5/10/2011	5/13/2011	5/9/2011	5/25/2011	5/25/2011	5/26/2011
6/9/2011	6/10/2011	6/14/2011	6/7/2011	6/27/2011	6/27/2011	6/28/2011
7/8/2011	7/11/2011	7/15/2011	7/11/2011	7/26/2011	7/26/2011	7/27/2011
8/10/2011	8/11/2011	8/12/2011	8/8/2011	8/26/2011	8/26/2011	8/29/2011
9/9/2011	9/12/2011	9/15/2011	9/12/2011	9/27/2011	9/27/2011	9/28/2011
10/10/2011	10/11/2011	10/14/2011	10/10/2011	10/26/2011	10/26/2011	10/27/2011
11/4/2011	11/7/2011	11/15/2011	11/08/2011	11/23/2011	11/23/2011	11/28/2011
12/7/2011	12/8/2011	12/14/2011	12/9/2011	12/23/2011	12/23/2011	12/28/2011

Location: 325 North Salisbury Street ● Albemarle Building ● Raleigh, North Carolina 27699-2408
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