



North Carolina Department of Human Resources
Division of Social Services

Performance Management Section • 325 North Salisbury Street
2415 Mail Service Center • Raleigh, North Carolina 27699-2420
Courier # 56-20-25

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

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

December 23, 2011

RE: Applications Time Standards Chart for 2012

Dear County Director of Social Services:

Attached is a copy of the Application Time Standards Chart for 2012. The chart includes the calculated 13th, 45th, 60th, and 90th calendar day deadline for each day of the year in 2012. It also includes the 6th month deadline for each day. Caseworkers who work with Work First and Special Assistance may utilize this chart to determine the necessary application time standards rather than calculating each date manually.

This chart does not consider weekends and holidays for any of the calculated days. In order to determine the adjusted due date of an application, it is necessary to compare the due date indicated on the chart to the calendar and your county holiday schedule. If the chart's calculated due date falls on a weekend or county holiday, the adjusted due date is the next workday. The Adjusted Application Management Report in NCXPTR calculates and displays the adjusted due date.

Sincerely,

A handwritten signature in black ink that reads "Sherry S. Bradsher".

Sherry S. Bradsher

Attachment

PM-REM-08-2011