



North Carolina Department of Health and Human Services Office of the Controller

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Dempsey Benton, Secretary

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LOCATION:
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March 5, 2008

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures for the Adolescent Parenting Program - TANF
Cumberland, Onslow, and Orange

Effective with **January 2008 services reimbursed February 2008**, counties will need to use the following new codes to report expenditures for the Adolescent Parenting Program - TANF on the DSS-1571 report.

Part IA: (Salary and Fringe Benefits)

The Part I coding will be tracked as two application codes. Application code **386 for service (svc) costs** titled **Adolescent Parenting Program - TANF Svc** and application code **391 administrative (adm) costs** titled **Adolescent Parenting Program - TANF Adm.** The service cost, for application code 386 will be accessible to counties with **Function Code 12, Column 13**. The adm cost will be tracked in application code 391. Application code 391 adm cost will accumulate cost as it is distributed in the XS325 report. [This is similar to how cost is tracked with Function 03, Col. 11 for application codes 358-TANF CPS&FC svc and 341-TANF CPS&FC adm.] The Adolescent Parenting Program -TANF applications are 100% Federal funds.

Part II: (Administrative Expenditure and/or Purchased Services)

<i>Code</i>	<i>Fund</i>	<i>Description</i>
386	1	Adolescent Parenting Program - TANF Services

Part IV: (Purchase Services)

Fund ID "5" Adolescent Parenting Program - TANF Services Application Code **386**

The CFDA number for this fund is 93.558. The related cost for these application codes, **386 and 391** will not be tracked on the XS411 report. (Although counties should be advised, the program is a capped fund.) In terms of overhead, for your Maximus software, this program will not draw overhead from IM Supervision & Clerical, IV-D Supervision & Clerical or Joint Workers IM & IV-D.

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Fiscal Reporting Procedures for the Adolescent Parenting Program - TANF

If you have any questions concerning these reporting procedures please contact your appropriate Local Business Liaison (LBL), or contact County Administration Accounting Unit at (919) 733-2306.

Sincerely,

[signed]

Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel
Jack W. Chappell
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Sarah Barham
Local Business Liaisons
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