



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

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LOCATION:
616 Oberlin Road
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March 30, 2009

Dear County Director of Social Services:

Subject: **Revised--Fiscal Reporting Procedures for the Family Finding Pilot – Duke Endowment and Family Search** (Buncombe, Catawba, Gaston, Mecklenburg, New Hanover and Wake Counties)

Revisions effective retroactively with **January 2009 services reimbursed February 2009**, your county will need to use the following codes to claim reimbursement for the **Family Finding Pilot–Duke Endowment and Family Search** funds on the DSS-1571.

Part IA: (Salary and Fringe Benefits)

Application Code **326**, Function Code **08**, Column **11**, **Family Finding Pilot** 100% State funds

Part II: (Administrative Expenditures and/or Purchased Services) Part II purchased services **not** requiring a client identification number will require the following codes. This will be tracked in application code 328, the reimbursement will be 100% State funds.

<i>Code</i>	<i>Fund</i>	<i>Description</i>
328	1	Purchase of Family Search (Family Search)

Part IV: There are no Part IV coding requirements.

There is no CFDA number for this fund. The related cost for this application code will not be tracked on the XS411 report. 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.

Revised Fiscal Reporting for Duke Endowment Pilot

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March 30, 2009
page 2

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

Sincerely,

Laketha M. Miller

LMM/mkd

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