



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

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LOCATION:
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February 08, 2010

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures for the Family Finding Pilot – Duke Endowment and Family Search, revised to include IV-E clients (Buncombe, Catawba, Gaston, Mecklenburg, New Hanover and Wake Counties)

This is a revision to the letter dated March 30, 2009 – the revision is effective retroactively to include *June 2009 service reimbursed July 2009*, county reporting to begin **January 2010 services reimbursed February 2010**. Your county will need to use the following codes to claim reimbursement for the **IV-E Family Finding Pilot–Duke Endowment and Family Search** funds on the DSS-1571.

Part IA: (Salary and Fringe Benefits)

Application Code **336**, Function Code **08**, Column **12**, **IV-E Family Finding Pilot** 50% Federal/50% 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 336; the reimbursement will be 50% Federal and 50% State funds.

<i>Code</i>	<i>Fund</i>	<i>Description</i>
336	1	IV-E Family Finding

Part IV: There are no Part IV coding requirements.

The CFDA number for this fund is 93.658. 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.

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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,

[signed]

Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel
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