

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

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Beverly Eaves Perdue, Governor
Albert A. Delia, Acting Secretary

Laketha M. Miller, Controller

December 31, 2012

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures regarding State and County Special Assistance

Effective beginning **December 2012 services reimbursed January 2013** all counties, including Native American counties, will need to use the following codes to claim reimbursement for **State and County Special Assistance(S/C Spec Asst)** on their DSS-1571 report.

Part IB: (Income Maintenance - Salary and Fringe Benefits)

Application Code 444, Function Code 64, Column 09, State/County Special Assist 50% Federal funds and 50% County funds

Part II: (Administrative Expenditures and/or Purchased Services) There is no Part II coding requirements.

Part IV: (Purchased Services requiring client ID) There is no Part IV coding requirements.

CFDA number for this fund is 93.778. The related cost for application code 444 will **not** be tracked on the DHHS XS411c report. In terms of overhead for the application code in your Maximus software, this program will **not** draw overhead from Service Supervision & Clerical, IV-D Supervision & Clerical or Joint Service & IV-D Workers.

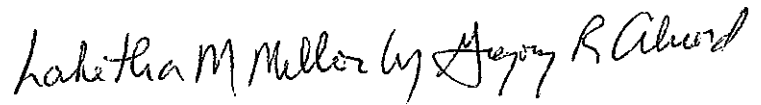


Location: 1050 Umstead Drive • Raleigh NC 27603
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If you have any questions concerning these reporting procedures, please contact your appropriate Local Business Liaison or County Administration Accounting Unit at (919) 527-6150.

Sincerely,



Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel
Jack W. Chappell
Debbie Hawkins
Myra K. Dixon
Sherry S. Bradsher
Kathy Sommese
Local Business Liaisons
Kelli Winters-Billman



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