



Health and Human Services

Pat McCrory Governor

Richard O. Brajer Secretary, DHHS

Laketha M. Miller Controller

November 14, 2016

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures regarding the Child Support Enforcement Disaster Non-Reimbursement

We have activated the following codes, effective beginning October 2016 services reimbursed November 2016, to access the Child Support Enforcement Disaster Non-Reimbursement. We have activated the new application code for the following counties Beaufort (007), Bertie (008), Bladen (009), Brunswick (010), Camden (015), Carteret (016), Chowan (021), Columbus (024), Craven (025), Cumberland (026), Currituck (027), Dare (028), Duplin (031), Edgecombe (033), Gates (037), Greene (040), Halifax (042), Harnett (043), Hertford (046), Hoke (047), Hyde (048), Johnston (051), Jones (052), Lee (053), Lenoir (054), Martin (058), Moore (063), Nash (064), New Hanover (065), Onslow (067), Pamlico (069), Pasquotank (070), Pender (071), Perquimans (072), Pitt (074), Robeson (078), Sampson (082), Tyrell (089), Wake (092), Washington (094), Wayne (096), and Wilson (098) to claim cost as it relates to Child Support Enforcement Disaster Non-Reimbursement on the DSS-1571 report using the reporting procedures listed below.

Part IC: (Child Support Enforcement - Salary and Fringe Benefits)

Part I coding application code 791 under the title Child Support Enforcement Disaster Non-Reimbursement program Function 79, Column 18, this application is funded as a 100% county share.

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

Table with 4 columns: Program Code, Fund, Application Code, Description. Row 1: 61-791, 4, 791, XS315 and Reimbursement Reports CSE Disaster Non-Reimb

Part IV: (Purchased Services Requiring Client ID will have no requirements activated)

There is no CFDA number for this fund. The related cost for the new application code 791 "Child Support Enforcement Disaster Non-Reimbursement" will not be tracked on the XS411 report. In terms of overhead for application code 791 in your NC-CoReLS software, this program will not draw overhead from Service Supervision & Clerical, Income Maintenance Supervision & Clerical, or Joint SVC & IM Workers.



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Counties previously received instruction from the LBL's assisting with details pertaining to disaster reporting in a memo which was last revised 11/4/2016.

If there are additional questions concerning the coding instructions, please contact your Local Business Liaison or County Administration Accounting Unit at (919) 527-6150.

Sincerely,



Laketha M. Miller

LMM/mkd

cc: DSS-1571 Contact Personnel
Wayne Black
Jeannie Betts
Lem Harris
Jack Rogers
Kathy Sommese
Myra K. Dixon
Pricillia Tabon
Local Business Liaisons
DHHS.CORELS.SUPPORT@dhhs.nc.gov

