



Health and Human Services

Pat McCrory Governor

Richard O. Brajer Secretary, DHHS

Laketha M. Miller Controller

July 25, 2016

Subject: Fiscal Reporting Procedures regarding the Community Response Program

Dear County Director of Social Services:

We have activated the following code for costs reported on the DSS-1571 report effective beginning July 2016 services reimbursed August 2016. The following counties (Alamance, Catawba, Durham, Henderson, Iredell, Rutherford, Wake, and Wilson) may claim costs as it relates to the Community Response Program on the DSS-1571 report using the reporting procedures listed below.

Part IA: Service - Salary and Fringe Benefits

Part I coding application code 136 under the title Comm Response Pgm Function 06, Column 10, this application is funded as a 100% federal share.

Part II: Administrative Expenditures and/or Purchased Services

Application Program Code	Fund	Code	Description
61-136	1	136	XS315 and reimbursement reports Com Response Pgm

Part IV: Purchased Services Requiring Client ID Counties will need to use Fund ID "C" with the applicable service code for the Community Response Program. The service code for Community Response Program is available in the SIS Manual. These purchased services are to be documented with a client identification number. Costs will be tracked as Comm Response Pgm in application code 136.

The CFDA number for this fund is 93.556. The related costs for the new application code 136 "Community Response Program" will not be tracked on the XS411 report. In terms of overhead for application code 136 in your NC-CoReLS software, this program will not draw overhead from Income Maintenance Supervision & Clerical, IV-D Supervision & Clerical or Joint IM & IV-D Workers.




Fiscal Reporting Procedures regarding **Community Response Program**

July 25, 2016

Page 2

Counties previously received instruction regarding the Community Response Program from the Child Welfare Services division in a 'Dear County letter' dated June 1, 2016. Please refer to that letter for additional details, as well as review SIS Change number 02-16 <http://info.dhhs.state.nc.us/olm/manuals/dss/rim-01/chg/>. If you have additional 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

Wayne Black

Jeannie Betts

Lem Harris

Myra K. Dixon

Pricillia Tabon

Jack Rogers

Kathy Sommese

Local Business Liaisons

DHHS.CORELS.SUPPORT@dhhs.nc.gov



State of North Carolina · Department of Health and Human Services

Office of the Controller

Location: 1050 Umstead Drive · Raleigh · NC · 27603

Mailing Address: 2019 Mail Service Center · Raleigh · NC · 27699-2019

Tel 919-855-3700 · Fax 919-733-2604

www.ncdhhs.gov

N.C. DHHS is an equal opportunity employer and provider