



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

616 Oberlin Road • Raleigh, North Carolina 27605

Courier # 56-20-01

James B. Hunt, Jr., Governor
Joyce H. Johnson, Controller
H. David Bruton, M.D., Secretary
(919) 733-0169

July 8, 1999

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures for TANF 100% Federal

Effective with June 1999 services reimbursed July 1999, the following codes must be used to claim reimbursement through the DSS-1571 for TANF 100% Federal funding (in accordance with the DSS SIS Update

5-99 dated July 1, 1999).

Part IA (Services) - (Salary & Fringe Benefits): Function Code 54, Column 10 must be used to report salary and fringe benefits of staff.

For purposes of the DMG software, there are two application codes associated with this column. The "admin" portion of cost is "TANF Admin 100% Federal" application code 226. The "services" portion of cost is "TANF Services 100% Federal" application code 238.

Part II (Administrative Expenditures and/or Purchased Services): Counties direct charging (with prior approval) or reporting contracted services requiring no client ID (according to the SIS Update 5-99), must use Program Code 238, Fund 1. For purposes of the DMG software, this cost will be tracked in application code 238. The appropriate cost pooling code is Program Code 349, Fund 1.

Part IV (Purchased Services): Fund ID "T" must be used for applicable purchased services reported on the DSS-1571 Part IV (requiring a client ID). For purposes of the DMG software, this cost will be tracked in application code 238.

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

Sincerely,

[signed]

Joyce H. Johnson
Controller

JHJ:tlp

cc: DSS-1571 Contact Personnel
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