



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Office of the Controller

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
LAKETHA M. MILLER • Controller

January 6, 2023

Dear County Director of Social Services:

Subject: "Low Income Household Water Assistance Program ARP and "Administration Funds" (LIHWAP ARP and LIHWAP ARP ADM)

Effective retrospectively with July 2022 services reimbursed August 2022 for all Counties excluding NAM counties to claim reimbursement for "LIHWAP ARP" and "LIHWAP APR ADM" expenditures on their DSS-1571 reports:

Part IA (Services): Function Code 07 with

<u>Column</u>	<u>Description</u>	<u>App Code</u>	<u>FFP</u>	<u>CFDA#</u>
14	LIHWAP ARP ADM	418	100% FEDERAL	93.568

Part IB (Income Maintenance): Function Code 67 with

<u>Column</u>	<u>Description</u>	<u>App Code</u>	<u>FFP</u>	<u>CFDA#</u>
10	LIHWAP ARP ADM	418	100% FEDERAL	93.568

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

<u>Program Code</u>	<u>Fund</u>	<u>App Code</u>	<u>Description on XS315 & reimb. reports</u>	<u>FFP</u>	<u>CFDA #</u>
416	1	416	LIHWAP ARP(<i>cnty check write payment</i>)	100% Federal	93.568
418	1	418	LIHWAP ARP ADM	100% Federal	93.568

Part IV: (There are no Part IV coding requirements)

The related costs for both codes are capped funds and will be tracked on the XS 411C report. In terms of overhead for app code 418 in your NC-CoReLS software for this program, income maintenance staff will draw overhead from Income Maintenance Supervision & Clerical, Joint Svc & IM Workers, and Joint IM & IV-D Workers. The service staff reporting activities to this program with app code 418 will draw overhead from Services Supervision & Clerical and the perspective Joint Svcs support.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • OFFICE OF THE CONTROLLER

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For additional instruction regarding SIS change notice information, please refer to the following link: <https://policies.ncdhhs.gov/divisional/social-services/services-information-system-sis/change-notices/2022>. 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 or you may email us at CNTY.ADMIN@dhhs.nc.gov.

Sincerely,

DocuSigned by:

423C6C605E08405
Laketha M. Miller

LMM/pt

cc:	Susan Osborne	Richard Stegenga	Myra K. Dixon	Kanesha Black
	Suzanne Beasley	Lem Harris	Pricillia Tabon	Local Business Liaisons
	DSS-1571 Contact Personnel			

DS
SB

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LH

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MD

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PT