



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Child Development and Early
Education

ROY COOPER • Governor
KODY H. KINSLEY • Secretary
CANDACE WITHERSPOON • Acting Director

September 13, 2024

Dear County Directors of Social Services and Local Purchasing Agencies

Letter Number: SCCA DCDL 2024 – #06

Attention: Directors of County Departments of Social Services
Directors of Other Local Purchasing Agencies
Child Care Coordinators, Supervisors and Managers
Other DSS Personnel who work with the Subsidized Child Care Assistance Program

Subject: **Guidance for Managing Allocations**

The purpose of this Dear County Director Letter is to provide guidance to County DSS and LPA staff as it relates managing allocations and implementing wait lists for the Subsidized Child Care Assistance Program.

The statewide combined spending coefficient for June services paid in July was 108.73%. As we near the expiration date for American Rescue Plan Act (ARPA) funds, all counties should continue to closely monitor their Smart Start and Non-Smart Start spending. Counties with a combined spending coefficient above 95% should implement a waiting list immediately. Counties that implement a waiting list should follow their local policy prioritization.

Counties with a combined spending coefficient below 95% may continue to take applications and serve children. However, counties should closely monitor spending to ensure the combined spending coefficient does not exceed 95%.

- If an application was signed and received prior to the beginning of the county wait list, the county can honor that application date and approve and issue a voucher, if eligible.
- If there are cases in approved status who request services after the implementation of the waiting list, counties should closely examine potential for children aging out of the program or cases terminating to ensure funding will be available for the new voucher(s) for the approved cases.

DCDEE appreciates everyone's efforts to manage spending. We are facing many challenges within the early education field as we navigate out of the pandemic and the continued partnership and collaboration is appreciated. Thank you for your continued trust in our program and services.

If you have questions about this letter, please contact your Subsidy Technical Assistance Consultant.

Sincerely,

Candace Witherspoon

CW/RS

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF CHILD DEVELOPMENT AND EARLY EDUCATION

LOCATION: 333 East Six Forks Rd • Raleigh, NC 27609
MAILING ADDRESS: 2201 Mail Service Center, Raleigh, NC 27699-2200
www.ncdhhs.gov • TEL: 919-814-6300 • Fax: 919-715-1013

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