

## SIS400 PROGRAM CODE DEFINITIONS APPENDIX C

The following Program Codes are potentially available to all counties.

**ADM** **Administration Support**

Administration and supervisor support staff effort for increased efficiency.

**ARP** **American Rescue Plan Act**

Administrative funds from the American Rescue Plan Act for the Low Income Household Water Assistance Program (LIHWAP).

**B** **In-Home Services/Age 18 through 59**

The provision of Day Care Services for Adults, In-Home Aide Services, Housing and Home Improvement, Preparation and Delivery of Meals, Transportation (In support of In-Home Services only), and In-Home Services Case Management services to individuals aged 18 through 59 when the services are funded by the State In-Home Services Fund.

**C** **In-Home Services/Age 17 and Under**

The provision of In-Home Aide Services, Housing and Home Improvement, Preparation and Delivery of Meals, Transportation (In-Support of In-Home Services only), and In-Home Services Case Management services to individuals aged 17 and under when the services are funded by the State In-Home Services Fund.

**CCU** **Continuous Coverage Unwinding and Medicaid Expansion**

State Funding to support only incremental work from Continuous Coverage Unwinding (CCU) and Medicaid Expansion planning implementation efforts.

**CPS** **Child Protective Services/State**

100% State funding to replace federal funds lost during the 2013-2014 fiscal year previously used to pay for child protective service workers.

**D** **Food Stamp Workfare**

A program planned and operated by individual county Departments of Social Services to assist food stamp recipients obtain employment through participation in work experience, education and training.

**E** **Energy Programs Administration**

Administrative funds for Crisis Intervention Program and Low Income Heating and Energy Assistance Program activities reported under Service Code 991.

**EPF** **Emergency Placement Funds**

Funds to temporarily assist county departments of social services in addressing identified placement needs for children in the custody of the agencies, while waiting for Medicaid funded treatment options to prevent these youth from staying in a DSS office.

**ES** **APS Essential Services**

APS Essential Services Funds will provide essential services for adults.

**ET**     **Enhanced Training**

IV-E funds for allowable training costs allocated to IV-E foster care. Allowable training costs under the enhanced rate receive a 75% federal matching rate. **This program code is currently only used with the child welfare pre-service training service code 255.**

IV-E funding for activities not linked directly to a child's eligibility are allocated to IV-E based on the penetration rate for foster care (the statewide percentage of the children in DSS custody that are IV-E eligible).

**F**     **Family Planning**

Funds to provide educational and social services to enable individuals to exercise choice in determining the number and spacing of their children.

**G**     **General Administration**

General administration activities reported under Service Code 990.

**H**     **In-Home Aide Services/HCCBG Option A Reporting**

Funds to be claimed from the Division of Aging Home and Community Care Block Grant (Reporting Option A) for In-Home Aide services provided by county departments of social services staff.

**I**     **In-Home Services/Age 60 and Over**

The provision of Day Care Services for Adults, In-Home Aide Services, Housing and Home Improvement, Preparation and Delivery of Meals, Transportation (In support of In-Home Services only), and In-Home Services Case Management services to individuals aged 60 and over when the services are funded by the State In-Home Services Fund.

**IHE**   **Child Welfare State In-Home Expansion**

100% State funding allocated for child welfare in-home services to provide and coordinate interventions and services that focus on child safety and protection, family preservation and the prevention of further abuse or neglect.

**IVD**   **Federal Child Support Fund**

A case in which services have been applied for or are being provided by a Child Support Enforcement agency establishment pursuant to the Title IV-D of the Social Security Act.

**FFZ**   **IV-E Administrative Activities**

Funds for allowable costs for administration of services funded through the Family First Prevention Services Act. This includes case management activities during CPS In-Home Services (215), Protective Services For Children/Team-Setting (219), and Preparation for, and Participation in, Judicial Determination In Juvenile Court (Pre-Placement (228) when a child has been determined to be a candidate for foster care and the child's written case plan includes an evidence-based program from NC's Title IV-E Prevention Plan. The FFP for FFZ is 50% with no penetration rate. FFZ should be used for eligible service codes when the case plan includes an evidence-based program from NC's Title IV-E Prevention Services Plan provided to the child or on the child's behalf.

Note: To be a candidate for foster care, a child must have a written case plan developed together with the parents or guardian that:

- a. The name of each eligible child;
- b. States the child is at imminent risk of removal into foster care;
- c. Identifies the behaviorally specific reason or reasons for that risk;
- d. Case goals for the caregivers to address imminent risk that would result in foster care if not addressed (reason for agency's involvement)
- e. Describes the services offered or provided to the child or on the child's behalf to prevent the need for foster care. Specific services used to address the risk of foster care must be documented.
- f. The name of the Evidence-Based Prevention service(s) from NC's Title IV-E Plan provided to prevent the eligible child's entry into foster care and which eligible child the service(s) will benefit (this will serve as the child-specific prevention plan).
- g. The signature of the parent/caretaker on the case plan is a requirement prior to services starting as it is an indication that the parent agreed to services.

Code FFZ should be used when the services in the case plan provided to the child or on the child's behalf include an evidence-based service from NC's Approved Title IV-E Prevention Plan.

**J Adult Protective Services Fund/SSBG**

Adult protective services are services aimed at providing protection to disabled adults alleged to be abused, neglected, or exploited and in need of protection. Adult protective services activities include intake and screening, evaluation, and mobilization of services.

**K LINKS (Formerly Independent Living Program)**

Chafee Foster Care Independence Act Funds that are designated for supplemental services to adolescents ages 13-21 who are or were in the custody/planning authority of the Department of Social Services. Services and purchases must be directly related to assisting the youth or young adult to become a self-sufficient adult

**L Child Care and Development Fund**

Funds from the Day Care Section provided to counties for child day care support services.

**MAC Medicaid Administrative Claiming**

Title XIX of the Social Security Act authorizes federal reimbursement to states for quarterly expenditures for medical assistance under the approved Medicaid state plan, and for expenditures necessary for administration of the state plan. Funds are made available to states to arrange medical and behavioral health services to Medicaid and North Carolina Health Choice (NCHC) eligible adults and children through the claiming of Medicaid administrative activities. Activities eligible for reimbursement include: Medicaid outreach; Medicaid eligibility determinations; referral to Medicaid services; case planning, review, and management; development of an individual plan of care for Medicaid Services; and coordinating transportation needed to access Medicaid services.

**MAE Medicaid Assistance Expansion**

State Funding under Session Law 2023-7 to provide additional funds to off-set the financial impact of Medicaid Expansion incurred by county Departments of Social Services for the administration of Medicaid.

**MCU MIC/NCHC Continuous Coverage Unwinding and Medicaid Expansion**

State Funding to support only incremental work from Continuous Coverage Unwinding (MCU) and Expansion planning implementation efforts. Staff time will be subject to the monthly MIC Penetration Rate.

**MIX Family and Children's Medicaid – MA Expansion**

State Funding under Session Law 2023-7 to provide additional funds to off-set the financial impact of Medicaid Expansion incurred by county Departments of Social Services for the administration of Family and Children's Medicaid Programs. Staff time will be subject to the monthly MIC / Family & Children's Medicaid Penetration Rate.

**N Non-DSS Reimbursable**

100% county funds used to provide social services.

**N2 Non-DSS Reimbursable**

100% county funds used to provide social services and to distinguish the occurrence of multiple disasters.

**O State Adult Homes Specialist Fund**

Provides funds to support the Foster Care Services for Adults – Recruitment and Evaluation activities reported under Service Code 091.

**OAC OAA Cares Act, Title III-B**

In-Home Aide services provided by DSS Under Option A (HCCBG Reporting) funded by Older American Act Cares Act Title III-B.

**P Permanency Planning/Families for Kids**

Funds to strengthen and expand services to children whose situations make foster care placement imminent; to prevent prolonged foster care through reunification efforts, and to provide adoption opportunities for children who cannot be returned home. The funds may also be used to support backlog reduction and system reform activities when approved in writing by the Division of Social Services.

**PFP Professional Foster Parent**

Funds will assist children with complex trauma and behavioral health needs secure stable living arrangements with wraparound supports.

**R**     **TANF 100% Federally Funded**

This code refers to 100% TANF Block Grant funds. These funds are allocated to county departments of social services on a formula basis for their Work First programs, and are also used to fund some child welfare services under the TANF provision that allows services to be provided solely under prior law.

This code may be used by Work First case managers to document Work First supportive services provided to TANF eligible families to accomplish one of the four purposes of the TANF program. Those purposes include: (1) Assistance to needy families; (2) promotion of job preparation, work and marriage to end dependency of needy families; (3) prevention and reduction of out of wedlock pregnancies; and (4) encouragement of formation and maintenance of two parent families.

This code may be used by child welfare social workers, to provide services that were approved in the former AFDC-EA State Plan. These services are provided under the TANF provision that allows services to be "provided solely under prior law". All eligibility requirements outlined in law and policy must be met. (Please refer to Family Services Manual, Volume I, Chapter IV: Child Placement Services, Section 1205.)

Briefly, when used for allowable child welfare services, the following eligibility requirements must be met:

- The family must be experiencing an emergency (policy defines what the term "emergency" means); and
- the child must be living with a parent or specified relative (or, if the child is in foster care, the child must have lived with a parent or specified relative within six months of the eligibility determination); and
- the family does not have the resources to meet the emergency.

**S**     **FNS Employment And Training**

A program of education, training and employment for recipients of Food and Nutrition Services benefits to help them become employed.

**STM**   **START Model Services**

Funds to provide substance use disorder interventions for child welfare involved families.

**T**     **Title XIX Medical Transportation**

Medicaid funds to provide transportation for medical services to authorized Medicaid recipients.

**V**     **TANF Transferred To SSBG**

Funds transferred from TANF to the Social Services Block Grant (SSBG) and used following the rules described under the SSBG (for staff and purchased services to provide a wide variety of services to adults and children).

**W**     **Work First Non-DSS Reimbursable**

Non-DSS Reimbursable funds associated with Work First and specified Child Protective Services.

**WAP**   **Low Income Household Water Assistance Program Consolidated Appropriations Act (LIHWAP - CAA)**

Funds from the Low Income Household Water Assistance Program Consolidated Appropriations Act for low-income households experiencing a water crisis.

**X**     **SSBG**  
Funds from the Social Services Block Grant for staff and purchased services to provide a wide variety of services to adults and children.

**Z**     **IV-E Administration Activities**  
Funds for staff training and administrative support to the child protective services program when providing services to candidates for foster care; for staff training and administrative support to the foster care services and adoption services programs; and to provide maintenance payments to foster care facilities and adoption assistance benefits for children who meet eligibility requirements. IV-E funding for those activities that are not linked directly to a child's eligibility are allocated to IV-E based on the penetration rate for foster care (the percentage of statewide percentage of the children in DSS custody that are IV-E eligible) or adoption (the statewide percentage of children receiving IV-E adoption assistance).

Note: To be a candidate for foster care, a child must have a written case plan developed together with the parents or guardian that:

- a. The name of each eligible child;
- b. States the child is at imminent risk of removal into foster care;
- c. Identifies the behaviorally specific reason or reasons for that risk;
- d. Case goals for the caregivers to address imminent risk that would result in foster care if not addressed (reason for agency's involvement)
- e. Describes the services offered or provided to the child or on the child's behalf to prevent the need for foster care. Specific services used to address the risk of foster care must be documented.
- f. The signature of the parent/caretaker on the case plan is a requirement prior to services starting as it is an indication that the parent agreed to services.

Code Z should be used when the services in the case plan provided to the child or on the child's behalf do not include an evidence-based service from NC's Approved Title IV-E Prevention Services Plan.

**0**     **TANF CPS & FC/Adopt (Zero)**  
This code refers to a special allocation of 100% TANF Block Grant funds for the purpose of increasing the number of social workers providing child welfare services. This code has the same eligibility requirements as does Program Code **R – 100% TANF Federally Funded**, when used to provide those services approved in the former AFDC-EA State Plan under the TANF provision that allows services to be "provided solely under prior law".

This code is used to track costs associated with the expansion of child welfare services to TANF-eligible children and their families. Workers should consult with their supervisors, program administrators and/or fiscal officers as to if and when this Program Code should be used when documenting services to TANF-eligible children on their daily reports of services to clients (day sheets).

**3**     **Able-Bodied Adults Without Dependents (ABAWDS)**  
The Balance Budget Act of 1997 provides states with 100% funding under the Food Stamp Employment and Training Program to help ABAWDS meet work requirements. Specific requirements must be met.

## 9 **Work First Block Grant**

This code refers to Maintenance-of-Effort requirements outlined in the federal TANF regulations. Each county has its own MOE spending requirement that must be met in order for North Carolina to receive TANF block grant funds.

When this code is used by Work First case managers to document supportive services provided to Work First participants, the eligibility requirements for TANF and Work First outlined in law and policy must be met. North Carolina's TANF State Plan identifies the following as permissible uses of MOE funds:

- Work First Family Assistance
- Child care
- Supportive and Preventive Services
- Educational activities intended to increase self-sufficiency, job training and work, excluding any expenditure for public education in the State except expenditures which involve the provision for services or assistance to a member of an eligible family which is not generally available to others
- Administrative Costs (may not exceed 15% - see TANF State Plan for further clarification)
- Case Management Services, including outreach and follow-up activities
- Services such as housing assistance or health care assistance which can help families meet their goals for self-sufficiency
- Automating the provisions of law
- Other uses that can reasonably be expected to enable families care for their children in the home, and support the four purposes of TANF.

When this code is used by child welfare social workers to document allowable services to children and their families, the eligibility requirements outlined in law and policy must be met. (Please refer to Dear Director Letter, dated 03-03-00, "Use of Maintenance of Effort (MOE) Funds for Child Welfare Services".) At a minimum, use of Program Code 9 involves the following eligibility factors:

- Services provided to a family must meet the 1st TANF goal of maintaining the child in his/her own home or the home of a relative.
- The family must meet income requirements (income must be no greater than 200% of the Federal Poverty Level), citizenship requirements (workers usually check with their Work First staff to determine this), and
- the child must be living with a parent or specified relative (or if the child is in foster care, the child is considered a family of one).

If a child is IV-E eligible and the service provided is one funded by IV-E, IV-E funds must be used rather than MOE.

## 20 **Family Violence Prevention And Services**

Funds made available to states in effort to prevent family violence and provide immediate shelter and related assistance for victims of family violence and their dependents through the Family Violence Prevention and Services Act, 42 USC Chapter 110. Funds support screening and assessment of victims of domestic violence in order to provide for supportive services that county departments of social services and domestic violence agencies together agree will promote the safety of the client and their children.

**24      Family Reunification Funds (Title-IV-B-2)**

Title IV-B, Subpart 2 funds directed toward the provision of Family Reunification Services (FRS) to families who have one or more children in out-of-home placement in the custody of the county child welfare agency with the goal being reunification, in accordance with the Promoting Safe and Stable Families Program (PSSF) within the Children and Family Services Improvement Act of 2011 as amended by the Family First Prevention Services Act of 2018 that apply to state or local agencies.

## **SIS400.01 COUNTY-SPECIFIC PROGRAM CODES**

Use of the following Program Codes is limited to specific counties.

### **COM Community Response Program (IV-B2)**

100% federal Title IV-B, Subpart 2 funds allocated to county departments of social services for the provision of Community Response Program services. Community Response Programs are intended to fill a gap in the continuum of child maltreatment prevention programs by providing voluntary prevention services to families who have been reported to county departments of social services, but whose cases have been screened out at intake, closed with a decision of services recommended, closed with a decision of no services needed or closed with an unsubstantiated finding after an assessment. Services are provided to families where there is an alleged victim child of age 5 years or younger (child must not have reached his/her 6<sup>th</sup> birthday.) Funds are awarded to counties in response to a competitive application process.

### **CRF State CPS Caseload Reduction Fund**

100% State funding allocated under SL 2014-100 to provide additional funding for child protective services workers to reduce caseloads to an average of 10 families per worker.

### **NCF NC FAST Activity**

A generic Program Code used by the NC FAST-CSDW-Day Sheet Interface for the purposes of allocating worker time actively engaged in using NC FAST to process applications, recertifications and other case management related activities to the appropriate fund sources, based on data from NC FAST regarding the number of completed applications, recertifications and active cases in the worker's county for each program for the current month.

### **PSC Protective Service – COVID-19**

COVID-19 Recovery Act funds to support additional Adult Protective Services and Child Protective Services salary costs. Can be used to pay additional, previously unbudgeted salary costs associated with pandemic-driven workforce shortfalls.

### **PSX Adult Protective Services – 100% Federal (SSBG)**

100% Federal SSBG funds allocated to specific counties for the provisions of Adult Protective Services under Session Law 2019-192, Section 1.1.(t) to increase the number of Adult Protective Services workers where the funds can be the most effective.

### **S2 100% SNAP Employment & Training**

A program of education, training and employment services operated by the NC Division of Social Services, through a contract with a local county Department of Social Services, for recipients of Food and Nutrition Services benefits to help them become employed.

### **4 Smart Start**

Smart Start is North Carolina's public-private early childhood initiative for children under six and their families, whose goal is to help all children enter school healthy and ready to succeed. Smart Start helps assure access to affordable high quality childcare, provides health services and screenings, and offers resources for family support. Smart Start funds are administered statewide through 81 local partnerships, with local decisions made to meet the communities' specific needs. All costs associated with the provision of allowable services are included.

**13**     **Adolescent Parenting Program -TANF/NR**

Provides funds for staff purchased services, resource materials, training and volunteer costs for services to young first time parents (TANF eligible) to encourage continued school attendance, discourage second pregnancies, and promote parenting skills. Funds are provided through allocations from the Division of Public Health to participating counties only.

**23**     **CPS Expansion**

TANF funds transferred to SSBG and allocated to local Departments of Social Services to replace previous State allocations used to maintain Child Protective Service staff at the local level. Funds may be used to pay for salaries and related expenses only.

These funds may only be used to provide programs and services to children or their families whose income is below 200% of Federal Poverty Level applicable to a family of the size involved. Eligibility must be documented in the case record.

**NOTE:** These funds are exempt from the 25% local match requirement generally required for SSBG.

## **SIS400.02 INCOME MAINTENANCE PROGRAM CODES**

The following Program Codes are provided for use by Income Maintenance workers on the DSS-4263.

**FS** **Food & Nutrition Services Administration**

Funding for the administration of the Food and Nutrition Services program.

**MA** **Medicaid Administration**

Funding for the administration of the Medicaid program.

**MIC** **Family and Children's Medicaid**

Time spent by an Income Maintenance caseworker in activities related to determination or redetermination of client eligibility for Family & Children's Medicaid programs (MAF, MIC, MPW, IAS, HSF and Family Planning) or the program.

Special Instructions: The current penetration rate for NC MIC1 vs. Medicaid, obtained from NC XPTR report DHRWDB SUMMARY NCHC VS MEDICAID, should be applied to time coded as 872, 890, 891 and 892. MIC 1 on the DSS-4263 when claiming reimbursement on the DSS-1571 such that the appropriate percentages of worker time are charged to MIC 1 and Medicaid funding.

**PA** **Refugee Assistance**

Funding for the Refugee Cash Assistance program.

**RM** **Refugee Medicaid Administration**

Funding for administration of the Refugee Medicaid program.

**SA** **State/County Special Assistance**

Funding for the State/County Special Assistance program.