



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

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Laketha M. Miller, Controller
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LOCATION:
616 Oberlin Road
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March 4, 2005

Dear County Director of Social Services:

Subject: Fiscal Reporting Procedures for the MA Vehicle Expense funds

Effective with February 2005 services reimbursed March 2005, you will need to use the following codes to claim reimbursement for the MA Vehicle Expense funds on the DSS-1571.

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

Part II Code 378, Fund "1" will be used to report the purchased services that do not require a client ID. This cost will be tracked in application code 378 under the "Services" section of all reports. Reimbursement will be 63.630% Federal funds, 30.910% State funds and 5.460% County funds.

This program will not be tracked on the XS411. For purposes of your Maximus software, application code 378 **will not** draw any overhead.

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

Sincerely,

[signed]

Laketha M. Miller

LMM/rlb

cc: DSS-1571 Contact Personnel Jack W. Chappell Debbie Hawkins Roxane L. Bernard Andy Wilson
Pheon Beal Sarah Barham Business Liaisons Kelli Winters-Billman