

93.597

GRANTS TO STATES FOR ACCESS AND VISITATION PROGRAMS

State Project/Program: N. C. ACCESS AND VISITATION PROGRAM

**U. S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES**

Federal Authorization: Section 469B of title IV-D of the Social Security Act as amended by Title III of the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996, PL. 104-193

State Authorization: N/A

**N. C. Department of Health and Human Services
Division of Social Services**

Agency Contact Person – Program:

Carla West
(919) 855-4405

Carla.West@dhhs.nc.gov

Agency Contact Person –Financial:

Alycia Gaither
(919)-308-2846

Margaret.Faircloth@dhhs.nc.gov

Address Confirmation Letters To:

SFY 2021 audit confirmation reports for payments made to Counties, Local Management Entities (LMEs), Managed Care Organizations (MCOs), Boards of Education, Councils of Government, District Health Departments and DHHS Grant Subrecipients will be available by mid-October at the following web

address: <https://www.ncdhhs.gov/about/administrative-offices/office-controller/audit-confirmation-reports> At this site, click on the link entitled "Audit Confirmation Reports (State Fiscal Year 2020-2021)". Additionally, audit confirmation reports for Nongovernmental entities receiving financial assistance from DHHS are found at the same website except select "[Non-Governmental Audit Confirmation Reports \(State Fiscal Years 2019-2021\)](#)".

The auditor should not consider the Supplement to be "safe harbor" for identifying audit procedures to apply in a particular engagement, but the auditor should be prepared to justify departures from the suggested procedures. The auditor can consider the supplement a "safe harbor" for identification of compliance requirements to be tested if the auditor performs reasonable procedures to ensure that the requirements in the Supplement are current.

The grantor agency may elect to review audit working papers to determine that audit tests are adequate.

Auditors may request documentation of monitoring visits by the State Agencies.

This compliance supplement must be used in conjunction with the OMB 2021 Compliance Supplement which will be issued in the summer. This includes "Part 3 - Compliance Requirements," for the types that apply, "Part 6 - Internal Control," and "Part 4 - Agency Program" requirements if the Agency issued guidance for a specific program. The OMB Compliance Supplement is Section A of the State Compliance Supplement.

N. C. ACCESS AND VISITATION PROGRAM

I. PROGRAM OBJECTIVES

The primary objective is to support and facilitate access and visitation by non-custodial parents with their children.

II. PROGRAM PROCEDURES

The cognizant federal agency is the Administration for Children and Families (ACF), Department of Health and Human Services (DHHS). Funding authorization is the Section 469B of Title IV-D of the Social Security Act as amended by Title III of the Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996, PL. 104-193. The NC Access and Visitation Program is ninety percent federally funded and requires a ten percent in kind or cash match.

The program is operated locally through a contract with the Administrative Office of the Courts. The State utilizes the DHHS Office of Procurement and Contract Services (OPCS) policies and procedures to award contracts to subrecipients. The program is not required to be operated on a statewide basis. The State is required to monitor, evaluate, and report on all programs funded by this grant in accordance with regulations adopted by the DHHS. Activities may include mediation, counseling, parenting education, supervised visitation, neutral drop off and pick up, development of parenting plans, visitation enforcement, and development of guidelines for visitation and alternative custody arrangements.

Subrecipients are reimbursed through submission of the DSS-1571 III Administrative Costs Report to the NC DHHS Controller's Office. The State is required to monitor, evaluate, and report on all programs funded by this grant in accordance with regulations adopted by the NCDSS, which can be found at <https://www.ncdhhs.gov/divisions/social-services/county-staff-information/monitoring> . A subgrantee under this grant is subject to provisions of Omni Circular. All federal and state requirements are communicated to the subrecipients as part of the contracting process.

III. COMPLIANCE REQUIREMENTS

Noted below in the following matrix are the types of compliance requirements that are applicable to the federal program. These Types are determined by the federal agency, noted as "Y," on the "Matrix of Compliance Requirements" located in Part 2 of the OMB 2021 Compliance Supplement; however, the State Agency may have added the Type and this is noted by "Y." If the State determines that the federal requirement does not apply at the local level or if the State modifies the federal requirements, this is noted in the supplement under the type of compliance requirement. If the federal and/or State agencies have determined that the type is not applicable, it is noted by "N."

If the Matrix indicates "Y," the auditor must determine if a particular type of compliance requirement has a direct and material effect on the federal program for the auditee. For each such compliance requirement subject to the audit, the auditor must use the OMB 2021 Compliance Supplement, Part 3 (which includes generic details about each compliance requirement other than Special Tests and Provisions) and Part 4 (which includes any program-specific requirements) to perform the audit.

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If there is no program listed on the “Matrix” in Part 2 or Part 4, the State has determined the Type that is applicable. If a Type is determined direct and material, the auditor should refer to the requirements found in Part 3 and listed in this supplement.

| CC | A | B | C | E | F | G | H | I | J | L | M | N |
|----------------------------|---------------------------------|-------------------------------------|-----------------|-------------|--|--|-----------------------|---------------------------------------|----------------|-----------|-------------------------|------------------------------|
| Cross Cutting Requirements | Activities Allowed or Unallowed | Allowable Costs/ Cost Principles | Cash Management | Eligibility | Equipment/ Real Property Management | Matching, Level of Effort, Earmarking | Period Of Performance | Procurement Suspension & Debarment | Program Income | Reporting | Subrecipient Monitoring | Special Tests and Provisions |
| Y | Y | Y | Y | Y | N | Y | Y | Y | N | Y | Y | N |

Crosscutting Requirements

The compliance requirements in the Division of Social Services “Crosscutting Requirements” in Section D (Supplement #DSS-0) are applicable to this grant.

A. ACTIVITIES ALLOWED OR UNALLOWED

The subrecipient will utilize the funds to provide services, which support and facilitate access and visitation by non-custodial parents with their children. Activities may include mediation, counseling, parenting education, supervised visitation, neutral drop off and pick up, development of parenting plans, visitation enforcement, and development of guidelines for visitation and alternative custody arrangements.

B. ALLOWABLE COSTS/COST PRINCIPLES

- Subrecipients may claim reimbursement for the costs of purchasing any of the above allowable activities from another source.
- In addition to the above allowable activities, subrecipients may claim reimbursement for the purchase of any other services, with prior written approval from NCDSS.
- Subrecipients may claim reimbursement for travel costs to meetings and other events.

All grantees that expend State funds (including federal funds passed through the N. C. Department of Health and Human Services) are required to comply with the cost principles described in the N.C. Administrative Code at 09 NCAC 03M .0201.

C. CASH MANAGEMENT

The contractor operates on a reimbursement basis. Federal grant award funds are passed through to the contractor.

Audit Objective: Determine funds awarded under this grant are expended for purposes awarded and within time period allotted.

E. ELIGIBILITY

Target clients for this grant are parents, both mothers and fathers, who are experiencing barriers in gaining access to and visitation with their children. The public as well as IVD program participants are also target clients for the purposes of outreach and awareness of the availability of the Access and Visitation program.

G. MATCHING, LEVEL OF EFFORT, EARMARKING

The subrecipient is required to share in the cost of projects. A ten percent cash or in-kind match is required. Level of Effort and Earmarking do not apply.

H. PERIOD OF PERFORMANCE

Federal funds awarded under this grant must be expended for the purposes for which they were awarded and within the time period allotted, in accordance with the obligation and liquidation deadlines.

FY 2021 funds must be obligated no later than September 30, 2020 and liquidated no later than December 30th, 2021. Funds that remain unobligated by these deadlines will be recouped.

I. PROCUREMENT, AND SUSPENSION AND DEBARMENT

All grantees that expend federal funds (received either directly from a federal agency or passed through the N. C. Department of Health and Human Services) are required to conform with federal agency codifications of the grants management common rule accessible on the internet at <http://www.whitehouse.gov/omb/>.

All grantees that expend State funds (including federal funds passed through the N. C. Department of Health and Human Services) are required to comply with the procurement standards described in the North Carolina General Statutes and the North Carolina Administrative Code, which are identified in the State of North Carolina

Agency Purchasing Manual accessible on the internet at [http://www.pandc.nc.gov/documents/Procurement Manual 5 8 2013 interactive.pdf](http://www.pandc.nc.gov/documents/Procurement_Manual_5_8_2013_interactive.pdf).

Nongovernmental subrecipients shall maintain written Procurement policies that are followed in procuring the goods and services required to administer the program.

Suspension and Debarment does not apply.

L. REPORTING

This program is required to report financial data on OMB form OCSE-396A annually. Additionally, program data is reported on OMB form #0970-0204 on an annual basis. This requirement has not been passed to the subrecipients; therefore, additional testing is not required.

M. SUBRECIPIENT MONITORING

Compliance Requirements

The State monitors the subrecipient to:

- Provide reasonable assurance that the contractor complies with State and federal requirements;
- Ensure that the purchased activity and/or service is being provided in compliance with the written agreement and Division policy;
- Ensure that funds are expended only for allowable activities and for eligible recipients; and
- Requires the contractor to take prompt corrective action where areas of non-compliance are found.