

Project 3: Subsidized Child Care Assistance, CIP & LIEAP

SCCA Fund Management



NC FAST

North Carolina Families Accessing Services through Technology

P3 Fact Sheet, Issue 5: January 29, 2016
Updated 5/20/2016

Produced by the NC FAST Team

The goal of this Fact Sheet is to explain Fund Management and how it will work in NC FAST. With NC FAST implementation, counties will no longer use SCCRS to complete reimbursement requests. NC FAST will become the system used to manage all of the Funding sources used to pay for Subsidized Child Care Assistance (SCCA). Counties will receive an allocation for Smart Start and an allocation for non-Smart Start Funds for each fiscal year. Counties will also create and manage county funds in NC FAST; however, payments from County Funds will not be paid out of NC FAST.

Terminology Used in NC FAST Fund Management

Fund: The placeholder for the allocations available to the counties. This was formerly known as the funding source or fund source.

Fiscal Year: Fiscal years are periods used for tracking fund fiscal year budgets.

Fund Fiscal Year: This is an association of the fund and the fiscal year.

Ranking: Ranking is putting the Funds in the order in which they should be used. NC FAST will use the default ranking of Smart Start, Non-Smart Start, and County funds as defined by DCDEE. The county can change this ranking at any time during the fiscal year.

Obligations and Over-Obligation: Funds will be obligated (earmarked) for a case for the entire service period when a case is approved and a voucher generated. It is not a payment, but rather a set-aside for the case. Over-obligation of a Fund allows for a case to obligate against Funds even though all of the money is depleted from the Fund. This over-obligation must be monitored by the LPA Fund Manager. If the Funds are depleted, NC FAST will over-obligate the Fund and reflect a negative balance in the Fund, which will generate a task to the LPA Fund Manager.

Note: Even though a Fund can be over-obligated, the total obligation amount for the county must not exceed the allocation for that fiscal year.

Spending Coefficients: Spending patterns accessible in NC FAST that will allow LPAs and DCDEE to monitor and determine when payments are exceeding the monthly "allowance." Spending can then be adjusted accordingly by the LPA. This is specific to Smart Start and non-Smart Start Funds, not county Funds.

New Security Roles for Fund Management

- **LPA Fund Manager:** This role will be assigned to at least one person at each LPA so they can create, configure, and maintain county Funds, Work First MOE, TANF Federal, and TANF (Child Only). This person can also set up a Fund Balance alert to notify them when a Fund balance falls below a selected amount during the fiscal year.
- LPAs will need to determine who will serve in the LPA Fund Manager Role and keep this person involved in the Readiness process by sharing NC FAST materials related to Fund Management.
- **DCDEE Fund Manager:** This role will be assigned to someone at the State level to maintain and configure State Funds.

Coming Soon...

SCCA Implementation Fact Sheet—
February

P3 SCCA Readiness Workshops —
February- March

Contact Us

NC FAST Help Desk:

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Fund Management Functions in NC FAST

When a Child Care Worker is completing the application for SCCA, he or she will enter School Type in Student evidence and Plan of Care evidence for the child. Examples of School Types includes Kindergarten, Pre-Kindergarten, Head Start, etc. Plan of Care evidence includes information regarding the child, including need (such as employment), service type (such as infant), provider information and hours of care. Based on this evidence and the income of the household, the Fund rules in NC FAST will determine from which **FUND** the child's SCCA should be paid. If the SCCA is to be paid by the county Fund, the worker would indicate this on the Funding Source evidence page. The payment using county Funds is handled outside of NC FAST.

When a case is approved and a voucher is issued, this triggers an **OBLIGATION** against the Fund. This means that money will be "set-aside" from that Fund for that child for the service period within that **FISCAL YEAR**. As payments are made for the child(ren) in the case, the obligation is adjusted in NC FAST. The obligation is also adjusted when there are changes in circumstance or when a case is closed.

New Funding Source Page

New Funding Source ? x

Child Member * Effective Date 9/23/2015

Available Funds

Fund Source	Current Fiscal Year Balance	Next Fiscal Year Balance
<input type="radio"/> Wake County	\$23,000.40	\$11,293.04
<input type="radio"/> Wake County WorkFirst MOE	\$3,200.33	\$193.09
<input type="radio"/> Wake County TANF Federal	\$19.33	\$19.33
<input type="radio"/> Wake County TANF (Child Only)	-\$2092.04	\$0

Comments

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Worker selects the new funding source for the child. If a Fund Source is grayed out, then that Fund is depleted and cannot be chosen.

LPA Fund Manager

Remember, the LPA Fund Manager will be a new role in NC FAST. Each LPA should identify who will serve in this function and ensure he/she is engaged in preparation leading up to the implementation.