



STATE OF MICHIGAN

**Department
of Human
Services**

Field Operations Administration
Children's Services Administration
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Memorandum

L-09-153
DSS

To: County Directors
District Managers
Child Welfare Urban Field Operations Director

Date: November 13, 2009

From: Terry A. Salacina, Director, Field Operations Administration

Subject: Initial FY-2010 Direct Support Services (DSS) Allocation

Response Due: November 19, 2009

Due to budget constraints we have had to adjust the county allocations for FY 2010. Also with these adjustments it is important to review the Temporary Assistance For Needy Families (TANF) requirements for the use of Direct Support Services (DSS) funds, adjustments that counties can make to the cap amounts for DSS funds, counseling contracts, direct transfers to the local MWAs and DSS funded contracts. The \$30,000 base was retained for each local office unless caseload size for a county was greater. See FY 2010 DSS allocation spreadsheet attached. Historically, Family Resource Centers (FRCs) received \$2,500 each off the top of the DSS allocation. This year due to the budget cuts, FRCs were not funded. FRC payments are being eliminated for children this fiscal year. FRC workers are still able to approve DSS and Family Support Services (FSS) for adults served at an FRC for employment-related services under regular DSS.

The initial DSS allocation is just that, an initial amount, and we hope in the near future as other obligated amounts become firm, to increase this amount for the remainder of the year. While we are going to closely monitor this funding, we are reiterating the message that it is intended that Department of Human Services (DHS) local offices expend **all** of your allocation. Do not attempt to save funding. This causes a hardship to clients while maintaining a balance in your allocation. Lawmakers reduced the DSS appropriation because historically funds were lapsed. We must be certain we do not lapse funds for this fiscal year. Anyone with Bridges access can monitor the DSS allocation by county, including up to date expenditures and balances in Bridges by using left navigation>Data Collection>Miscellaneous>DSS County Allocation. We are providing options and instruction for local office use for planning purposes.

Local offices are encouraged to request additional funding during the year by sending an email to the DSS policy mailbox at **Policy-DSS-DHS Policy-DSS** and Colleen Palazzolo with Field Operations Administration (FOA) at **PalazzoloC@michigan.gov**. The Program Office will work closely with FOA to ensure any and all funding is spread to the local offices that are spending their allocation. The Program Office is implementing quarterly monitoring of the DSS funds for redistribution.