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| LOCAL COMMISSIONERS MEMORANDUM |
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Transmittal No: 91 LCM-63

Date: April 17, 1991

Division: Administration

TO: Local District Commissioners

SUBJECT: Claiming of Administrative Costs Associated with Title IV-D

ATTACHMENTS: None

This is to clarify some claiming instructions which could lead to duplicate claiming of indirect costs on the DSS-2674 "Cost Allocation Summary Title IV-D Program". The instructions for this form were issued in 79 ADM-23. This form is completed only for those counties where there exists either a cooperative agreement or purchase of service contract for IV-D activities.

Duplicate claiming of A-87 costs would occur, if the total Column (Column 7) on the DSS-2674 includes the indirect costs reported in Column 8. The total Column (Column 7) on the DSS-2674 should be the sum of columns 1 - 6. The indirect costs in Column 8 should not be included in the total Column (Column 7). The costs reported on the DSS-2674 are claimed on the Schedule D-8, Allocation for Claiming of Child Support Activities and Support Collection Unit Expenditures (DSS-2547) where the figures in Columns 7 & 8 are brought forward. This is further explained in Bulletin 143-b.

Date April 17, 1991

Trans. No. 91 LCM-63

Page No. 2

The Local District Accounting staff upon the receipt of each DSS-2674 form must add Columns 7 & 8 in order to correctly reimburse the agency submitting the form.

If there are questions please contact the Upstate Office at 1-800-342-3715, extension 4-7549 or Marvin Gold - Metropolitan Office at (212) 804-1108.

Richard Radzynski
Director
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Office of Financial Management