

Bulletin

January 2, 2007

Minnesota Department of Human Services □ P.O. Box 64941 □ St. Paul, MN 55164-0941

OF INTEREST TO

- County Directors
- Fiscal Supervisors

ACTION/DUE DATE

Review the updated codes, use when receipting revenue, and retain for reference.

EXPIRATION DATE

The policies in this bulletin are ineffective as of January 01, 2009, or upon publication of calendar year 2008 invoice field codes.

Standard Invoice Field Codes for Calendar Year 2007

TOPIC

Invoice field codes used by the DHS Financial Operations Division when issuing payments, by electronic funds transfers (EFT) or warrants, to county human services agencies.

PURPOSE

- Provide county agencies with the standard invoice field format and codes used by DHS Financial Operations Division when sending payments to county human service agencies. These codes are used to identify the revenue received and to track federal funds for Single Audit Act purposes.
- Replaces Bulletin # 06-32-01 (January 2, 2006)

CONTACT

David West, DHS Financial Operations Division, County Human Services Cost Accountant, at (651) 431-3782 or david.west@state.mn.us

SIGNED

ANNE M. BARRY
Acting Assistant Commissioner
Finance and Management Operations

BACKGROUND

The DHS Financial Operations Division codes all payments to county human service agencies to indicate the purpose, period, and source of the revenue. The vendor's invoice field shown on the EFT or on the stub of the state warrant identifies these codes.

For many years, standard codes have been used for routine payments. DHS has updated and published these codes once a year. This bulletin publishes the invoice field codes for calendar year 2007 payments and replaces Bulletin # 06-32-01 (January 2, 2006). DHS makes payments through the Minnesota Accounting and Procurement System (MAPS) and the MAPS Invoice Field Code is 30 characters long. See Attachment A for an example of coding.

The standard invoice field code format has six basic features:

1. It breaks the 30 available characters into five "blocks" which have consistent positions, lengths and functions, and are separated by dots (".") or periods. Each dot takes up a character space. Four dots are used to separate the five blocks, which leaves 26 character places to convey the revenue information.
2. The first two characters, Block One, display the first two digits of the COFARS Program into which the funding should be receipted, or into which DHS recommends receipting.
3. The next 14 characters, Block Two, show a standard abbreviation of the funding stream. For Social Services, the last two characters of the fourteen show the Social Services Expenditure and Grant Reconciliation Report (SEAGR) revenue entry code. This code is taken from the SEAGR Report revenue schedules (DHS 2557.1, 2557.2, and 2557.3).
4. The location and format of the payment time period involved is four characters and is standardized in Block Three.
5. There is a one-character code for payment type in Block Four.
6. To assist counties with Single Audit Act requirements, when federal funds are involved, the CFDA (Catalog of Domestic Assistance) number is included as the last five characters in Block Five. When no federal funds are involved, the last five characters describe the non-federal source of funds.

Details of this standard format are included in Attachment A. Attachments B and C show the unique first 16 characters of Block One and Two and the last five characters, Block Five, of the invoice field codes for standard funding streams. Attachment B is sorted by Blocks One and Two, while attachment C is sorted by CFDA number (Block Five).

While the Financial Operations Division will use this standard format for routine payments, some circumstances will make this impractical. In these situations, we will normally use one of the following approaches:

1. As much of the standard format will be observed as possible, with variations restricted whenever feasible to Block Two (characters 4-17).
2. The Invoice Field will display the MMIS/LTC funding code name, i.e.: "MA SERVICES", "GA SERVICES", as listed in the MMIS Accounting Manual, Section 11.6. A detailed remittance advice is mailed separately.

Child Care Program payments to counties are made by the Department of Human Services, Financial Operations Division. These payments will diminish as more counties convert to the new Minnesota Electronic Child Care (MEC²) centralized payment system administered by DHS. Upon conversion, the child care service payments will go directly to the provider and not through the county.

Please note that federal and state program initiatives may cause new invoice field codes to be added during the year. Every effort will be made to notify counties, prior to the payments being made, of any changes or additions to the codes as listed in Attachments B and C.

DHS welcomes continued county comments and suggested improvements to invoice field codes and formats (see "Questions" section below).

LEGAL REFERENCE

Public Law 98-502 (Single Audit Act).

Public Law 104-156 (Single Audit Act Amendments of 1996)

Minnesota Statutes, sections 6.47, 6.48, 6.65, and 256.01

ACTION REQUIRED

County agencies must establish procedures to receipt revenue correctly, using these codes. For instance, Social Service revenues must be receipted into the Social Services Fund or Department, and Income Maintenance revenue must be receipted into the Income Maintenance Fund or Department. With the use of Electronic Funds Transfer (EFT), county agencies are advised to make their County Treasurer's Office aware of these invoice field codes. This will insure payment detail is recognized and passed on for proper receipt and reporting of payments.

SINGLE AUDIT ISSUES

The Department of Human Services Internal Audits Office (IAO) is responsible for Single Audits. Single Audit questions should be directed to Margaret Brotherton, Single Audit Coordinator, at (651) 431-3622 or David Ehrhardt, Internal Audits Director, at (651) 431-3619. Audit Reports should be sent to:

Internal Audits Office
Single Audit Coordinator
444 Lafayette Road
St. Paul, MN 55164-0964

QUESTIONS

Please direct questions or suggested improvements to the standard invoice field code format to David West at (651) 431-3782 or david.west@state.mn.us.

Please direct questions on standard invoice field codes or associated payments to the program accountant listed in Attachment B and C at the telephone numbers listed below:

Kim Austen	(651) 431-3732	Joan Manske	(651) 431-3800
Natalie Brickey	(651) 431-3783	Phyllis Meath	(651) 431-3484
Harland Carlson	(651) 431-3736	Jerry Medlicott	(651) 431-3781
Dave Christenson	(651) 431-3748	Linn Nguyen	(651) 431-3483
Rick Hallanger	(651) 431-3756	LeAnn Husnik	(651) 431-3761
Jane Johnson	(651) 431-3763	Mark Pochardt	(651) 431-3786
Ermias Kifle	(651) 431-3755	Jim Schorey	(651) 431-3754
Deb Larson	(651) 431-3740	Karl Sorensen	(651) 431-3771
Bruce Lien	(651) 431-3728	Shawn Tobias	(651) 431-3727
Rhonda Lord	(651) 431-3787	Ray Truelson	(651) 431-3780
		Dave Zupfer	(651) 431-3778

SPECIAL NEEDS

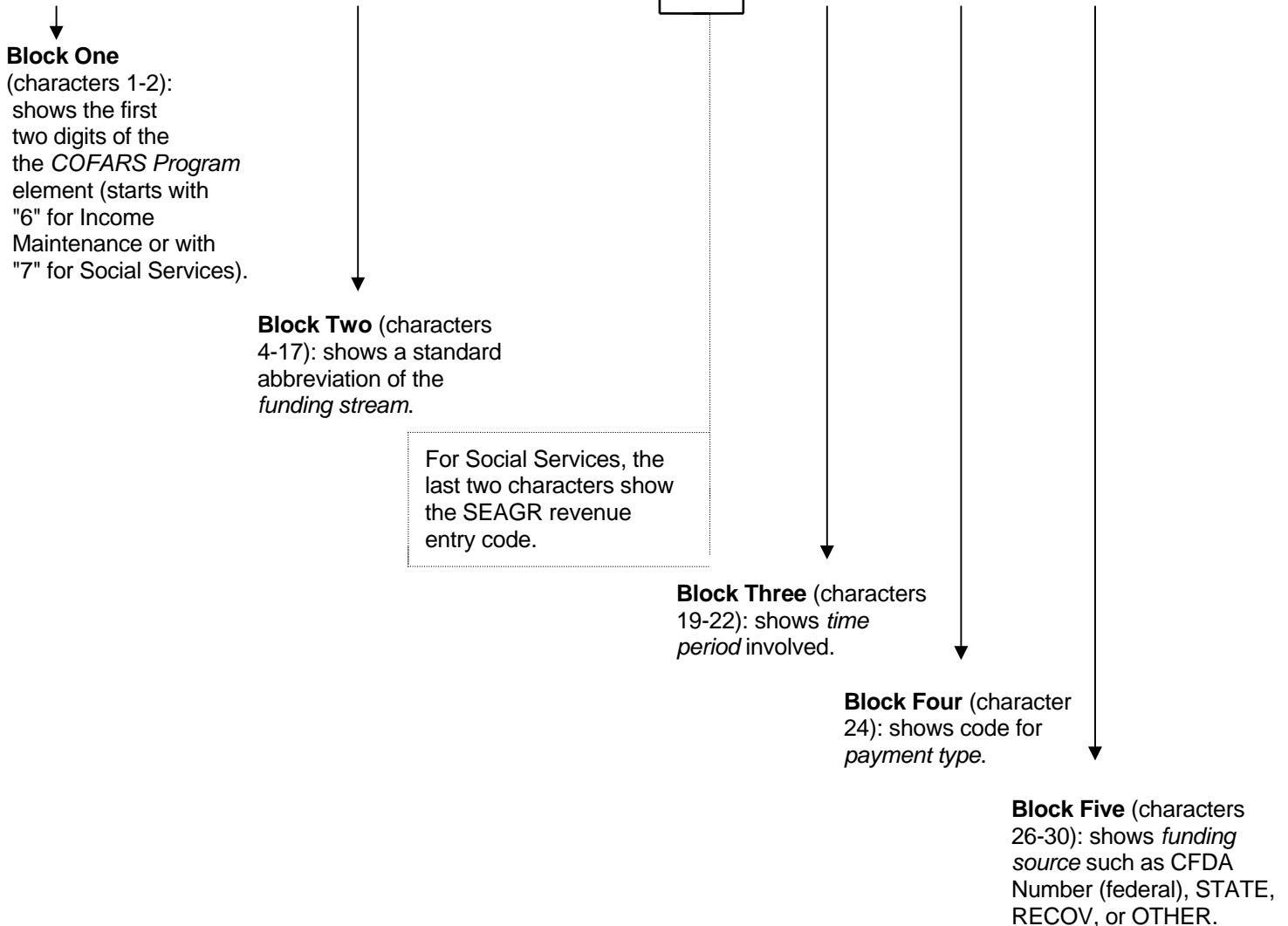
This information is available in other forms to people with disabilities by contacting us at 651-431-3777 or through the Minnesota Relay Service at 1-800-627-3529 (TDD), 7-1-1 or 1-877-627-3848 (speech-to-speech relay service).

Standard Invoice Field Code Format:

The DHS Financial Operations Division makes payments through the Minnesota Accounting and Procurement System (MAPS). The MAPS Invoice Field is 30 characters long. The standard invoice field code format is divided into five "blocks" which are separated by dots "." The dots count as a character. Each block is coded with specific revenue information that should help counties receipt routine payments from the DHS Financial Operations Division.

The example below shows how to report funds earned from Medical Assistance for administration in connection with implementing Minnesota Rules, parts 9530.6600 to 9530.6655, Chemical Dependency Care for Public Assistance Recipients (DHS Rule 25). The reimbursement was earned through the SSTS (Social Service Time Study) for the January-March quarter of 2007. Brief descriptions of the five "blocks" are shown below. More complete information, using this example, is included on the following pages.

73.MAR25ADMSSTS22.Q107.R.93778



DESCRIPTION OF BLOCKS

Block One: COFARS Program (characters 1-2)

Block One consists of the first two digits of the *COFARS Program* into which the funding *should* be receipted, or into which DHS *recommends* receipting. These begin with "6" for Income Maintenance and "7" (as in the example) for Social Services.

As a convention, Block One will show "00" for the occasional funding stream which belongs to many COFARS Programs (such as parent fee collections), or which is associated with General Fund activity through County-wide Indirect Costs.

The two-digit codes are:

00	<i>Multiple COFARS Programs or General Fund</i>
60	<i>Income Maintenance Administration or Multiple Income Maintenance</i>
61	<i>MFIP/TANF</i>
62	<i>GA and GAMC</i>
63	<i>Food Stamps (includes FSET)</i>
64	<i>Child Support Enforcement (Title IV-D)</i>
65	<i>MA (except Waivers, Case Management, and Screening)</i>
66	<i>MSA</i>
68	<i>Refugee Resettlement</i>
70	<i>Multiple Social Service Programs</i>
71	<i>Children's Services</i>
72	<i>Child Care</i>
73	<i>Chemical Dependency</i>
74	<i>Mental Health</i>
75	<i>Developmental Disabilities</i>
76	<i>Adult Services</i>

Block Two: Funding Stream (characters 4-17)

Block Two consists of a 14-character abbreviation for the *funding stream*. In the example on the previous page, the "MAR25ADMSSTS22" stands for Medical Assistance Rule 25 Addministration, normally earned through the SSTS (Social Services Time Study).

Block One has already identified some of the distinctions involved, so the Block Two abbreviation only finishes the job. In the example at the beginning of Attachment A, the "73" had already made clear that the payment had something to do with Chemical Dependency.

For all social service funding (where Block One begins with "7"), the final two characters of Block Two (characters 16-17) display the SEAGR revenue supporting schedule entry code. If the funding is state (see Block Five), the entry code is for Schedule 2557.1. If instead the funding is federal (see Block Five), the entry code is for Schedule 2557.2. Finally, if the funding is a recovery or "other" (see Block Five), then the entry code is for Schedule 2557.3.

NOTE: The SEAGR entry code is the number on the right of the SEAGR revenue schedules. This entry code consistently points to a funding stream, and does not change from year to year like the arbitrary line numbers on the left. Also, in all cases, where "Other" or "Other (DHS Approved)" entries are involved, the first one of the two available is the one indicated by characters 16-17. If two funding streams are involved, *one* of them will need to be moved to the second available "Other" or "Other (DHS Approved)" entry.

In the example at the beginning of Attachment A, Block Two shows " MAR25ADMSSTS22". The last two characters of Block Two are "22" and the funding is federal (from Block Five). Therefore, this revenue should be included in Entry F22 on Schedule 2557.2.

For County-wide Indirect Cost reimbursement, the final two characters of Block Two (characters 16-17) will be "GF" for General Fund. This is because the General Fund is the usual accounting entity that had expenditures to be reimbursed in this fashion.

In some cases, federal and state shares will be identified by the final *alphabetical* character showing "F" or "S" as appropriate. For some social service funding, the final *alphabetical* character shows even finer detail by using a letter to stand for different kinds of federal funds ("B" for Block Grant), but still using the "S" for state.

Block One and Block Two together occupy the first half of the Invoice Field - characters 1-17 and a dot in character place 3. The standard codes are shown in Attachments B and C. Note that the Attachments do not show the dots.

Block Three: Time Period (characters 19-22)

Block Three consists of four characters which show the *time period* involved. The time period is for the actual payment (i.e. when earned) and is not necessarily the same as the period when paid. The last two characters of Block Three (21-22) will normally show the year involved. The example at the beginning of Attachment A shows "Q107" for the January-March 2007 quarter. Block Three abbreviations follow:

"Q107" for the January-March 2007 quarter
 "JA07" for the month of January 2007
 "FF07" for federal fiscal year 2007
 "SF07" for state fiscal year 2007
 "CY07" for calendar year 2007

The following abbreviations will be used to indicate the time period in Block Three:

CY	<i>calendar year</i>	January 1 - December 31
SF	<i>state fiscal year</i>	July 1 (prior year) - June 30 (that year)
FF	<i>federal fiscal year</i>	October 1 (prior year) - September 30 (that year)

Q1	<i>quarter one</i>	January-March (no matter what type of year)
Q2	<i>quarter two</i>	April-June (no matter what type of year)
Q3	<i>quarter three</i>	July-September (no matter what type of year)
Q4	<i>quarter four</i>	October-December (no matter what type of year)

JA	<i>January</i>	JL	<i>July</i>
FE	<i>February</i>	AG	<i>August</i>
MC	<i>March</i>	SP	<i>September</i>
AP	<i>April</i>	OC	<i>October</i>
MY	<i>May</i>	NV	<i>November</i>
JN	<i>June</i>	DE	<i>December</i>

Block Four: Payment Type (character 24)

Block Four consists of a one-character *payment type* code. The nine payment type codes and their meanings are as follows:

A	<i>advance payment</i>	Payment made prior to county disbursements and/or prior to report being received by DHS.
P	<i>preliminary payment</i>	Payment made after report received by DHS but prior to DHS audit.
R	<i>reimbursement</i>	Payment to reimburse county, netting off advances and/or preliminary payments, etc.
T	<i>reallocation payment</i>	Payment made to reimburse spending above a county's allocation, due to the reallocation of funds from a county which underspent.
S	<i>supplemental payment</i>	Payment made for a supplemental claim.
D	<i>refund</i>	Payment made to refund a county's overpayment.
C	<i>collection</i>	Payment made for collections made on behalf of the county.

N	<i>incentive payment</i>	Payment made as part of an incentive program to encourage county effort.
F	<i>final settlement payment</i>	Payment made reflecting final settlement for a specific period of all reimbursements, advances, preliminary payments, etc.

The example at the beginning of Attachment A shows "R" in Block Four, which indicates a standard reimbursement.

Block Five: Funding Source (characters 26-30)

Block Five consists of five characters which point to one of four *funding sources*. If the funding stream is a federal source, then the CFDA (Catalog of Domestic Assistance) number is shown. The CFDA number is useful for complying with the federal Single Audit Act requirements. In the example, the "93778" is the CFDA number for Medical Assistance, the source of the Rule 25 administrative reimbursement. The associated CFDA numbers are listed in Attachments B and C.

If the funding is non-federal, then Block Five shows one of the following:

STATE	if the funding is state
RECOV	if it <i>appears</i> to represent a recovery <i>from the county's perspective</i> (counties must, of course, determine whether this tentative conclusion is actually correct).
OTHER	if the funding is from some source other than those above (typically a foundation grant).

Note: For RECOV and OTHER payments in Social Services programs, the revenue should be considered "third party" and be listed on the Miscellaneous Revenue Schedule (2557.3) for SEAGR. The numerical coding in Block Two, characters 16 and 17, is for the SEAGR Schedule 2557.3.

ATTACHMENT B

Invoice Field Codes Sorted by Blocks One and Two

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
__OVERPAY__	RECOV	County Overpaid DHS from various sources. Program and remainder of description will vary depending upon the source of overpayment.	Kim A.
004ESSTSCOWIDEIN	93658	County-Wide Indirect for Social Services (IVE)	Joan M.
00FSPCOWIDEINDGF	10561	Food Stamps County-Wide Indirect Administrative Aid - General Fund (GF)	Bruce L.
00IV-DCOWIDEINGF	93563	Title IV-D County-Wide Indirect Administrative Aid for Child Support - General Fund (GF)	Jane J.
00IV-ECOWIDEINGF	93658	Title IV-E County-Wide Indirect Administrative Aid General Fund (GF)	Mark P.
00MACOWIDEINDRGF	93778	MA County-Wide Indirect Administrative Aid General Fund (GF)	Ermias K.
00MASSTSCOWIDEIN	93778	County-Wide Indirect for Social Services (MA)	Joan M.
00PARENTFEECOLL*	RECOV	County Overpaid DHS on a Parent Fee Collection	Kim A.
00REDLAKERESERV*	STATE	Red Lake Indian Reservation Funding	Harland C.
00RFGCOWIDEINDGF	93566	Refugee County-Wide Indirect Administrative Aid General Fund (GF)	Lynn N.
00SCHIPMNCINDRCT	93767	SCHIP Minnesota Care Indirect	Rick H.
00SCHIPPRCINDRCT	93767	SCHIP Parental Care Indirect	Rick H.
60CTYWIDEINDTANF	93558	TANF payments for indirect administration	Shawn T.
60FRAPREVINVESCC	STATE	Fraud Prevention Investigation Child Care Payments	Shawn T.
60FRAPREVINVEST	STATE	Fraud Prevention Investigation Payments	Shawn T.
60IVEINCOMEADMIM	93658	Title IV-E Income Maintenance Administrative Aid	Mark P.
60MAXISCERTMAILR	STATE	Maxis certified mail reimbursement	Shawn T.
60MXINVOICEREFND	STATE	Maxis Invoice Refund	Dave C.
60MXINVOICEREFND	RECOV	Credit balance paid from MAXIS invoices	Shawn T.
60MXNONCLNTRECOV	RECOV	Maxis Non-client Recoveries	Shawn T.
60SCHIPMNCDIRECT	93767	SCHIP Minnesota Care Direct	Rick H.
60SCHIPPRCDIRECT	93767	SCHIP Parental Care Direct	Rick H.
60TANFCOUNTYADMN	93558	TANF County Wide Advances or Settlements for Direct and Indirect Administration, Formerly AFDC	Shawn T.
60TANFFPICNTYADM	93558	TANF County-Wide Settlements for Fraud Prevention Investigation	Shawn T.
60WORKCOMPSUBSIS	RECOV	Worker's Compensation Subsistence Recovery	LeAnn H.
63FSETADMINFEDSH	10561	Food Stamp Employment & Training (FSET) - Administrative Costs - Federal	LeAnn H.
63FSETADMINSTATE	STATE	Food Stamp Employment & Training (FSET) - Administrative Costs - State	LeAnn H.
63FSETSUPPORTFED	10561	Food Stamp Employment & Training (FSET) - Support Services Federal	LeAnn H.
63FSPBIGTENTRIPS	10561	Food Stamp State Exchange Travel Expense Reimbursements	Bruce L.
63FSPFNSADMINAID	10561	Food Stamp Direct Administrative Aid (Food and Nutrition Service)	Bruce L.
63FSPFNSQCBONUS*	STATE	Food Stamp Quality Control Bonus Funding - State	Bruce L.
64IV-DADMINAIDCS	93563	Administrative Aid for IV-D Child Support	Jane J.
64IV-DCSINCENTIV	93563	Title IV-D Child Support Incentives – federal	Jane J.

Invoice Field Codes Sorted by Blocks One and Two

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
64IV-DCSINCENTIV	STATE	Title IV-D Child Support Incentives - state	Jane J.
64IV-DESTABINCEN	STATE	Establishment Incentive	Jane J.
64IV-DGUIDELINES	STATE	Guidelines Implementation Grant	Jane J.
64IV-DMAINSINCEN	STATE	MA County Child Support Health Insurance Bonus Incentive	Jane J.
64IV-DMODIFINCEN	STATE	Modification Incentive	Jane J.
64IV-DPATRINCENT	STATE	Paternity Incentive	Jane J.
65MAINCENTIVEFED	93778	MA Medical Support Federal Incentive	Rick H.
65MAINCENTIVEST*	STATE	MA Medical Support State Incentive	Rick H.
65MANHCLOSUREFED	93778	Nursing Home Facility Bed Closure – Federal payment	Ermias K.
65MANHCLOSUREST*	STATE	Nursing Home Facility Bed Closure – State payment	Ermias K.
65MEDASSADMINAID	93778	Medical Assistance Administrative Aid	Ermias K.
65MNCAREADMINTRA	STATE	Admin reimbursement for training workers enrolling clients in MNCARE – lump sum distribution SFY06 only. Larry Kontio (651) 431-2299	Karl S.
65PMAPADMINMA***	STATE	PMAP County Administration (MA) - State Jeanine Heller (651) 296-7553 – semi-annual allocation reimbursement	Karl S.
68REFUGEADMINAID	93566	Refugee Assistance Administrative Aid	Lynn N.
70CCSAGBLOKGR53	STATE	Children and Community Services Grant	Jerry M.
70MASSTSADMIN*54	93778	Medical Assistance Non-Waiver Social Service Administration (SSTS)	Joan M.
70SSISOPERTNAL09	93658	Social Service Information System (SSIS) Operational Costs	Mark P.
70TXXSSBLOKGR56	93667	Title XX Social Service Block Grant	Jerry M.
71ADOPTINCENT*09	93603	Adoption Incentive Award Payment	Mark P.
71CJAGRANTAWRD09	93643	Children Justice Act	Phyllis M.
71CW-TCMREBATE05	93778	Child Welfare - Targeted Case Management Rebate	Joan M.
71CWTRAINSTATE10	93658	Child Welfare Training / State Training System	Mark P.
71FAMLYRESPONS67	STATE	Family (formerly Alternative) Response State Grant	Phyllis M.
71FORGOTCHILDS05	STATE	American Legion Forgotten Children's Fund	Rick H.
71IVEDEMOPROJ*01	93658	Title IV-E Waiver, MN Permanency Demonstration (MPD) Project	Deb L.
71IVEFCCHILCAR01	93658	Title IV-E Foster Care Child Care	Rhonda L.
71IVEFCIPADMIN01	93658	Title IV-E Foster Care Intake and Planning, Admin Other than Rule 5	Rhonda L.
71IVEFCMAINT**01	93658	Title IV-E Foster Care Maintenance	Rhonda L.
71IVEFCR4IPADM01	93658	Title IV-E Foster Care Intake and Planning, Rule 4 Admin	Rhonda L.
71IVEFCR4TRG**01	93658	Title IV-E Foster Care, Rule 4 Training	Rhonda L.
71IVEMASSOCWRK02	93658	Title IV-E Master of Social Work Training	Mark P.
71IVEPOSADOPTS09	93658	Title IV-E / Purchase of Service Payments for Adoptions	Rhonda L.
71IVESELFEDTRN04	93599	Title IV-E SELF education and training	Phyllis M.
71IVESELFGRANT04	93674	Title IV-E Support for Emancipation and Living Functionally (SELF) Grant	Phyllis M.
71IVESSTSADMIN02	93658	Title IV-E Social Service Administration (SSTS)	Joan M.

Invoice Field Codes Sorted by Blocks One and Two

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
71LCTSIV-EADMN07	93658	Local Collaborative Time Study (LCTS) Title IV-E Administration	Natalie B.
71LCTSMA-ADMIN07	93778	Local Collaborative Time Study (LCTS) Medical Assistance Administration	Natalie B.
71MCKNIGHTPSOP03	OTHER	McKnight Grant for Parent Support Outreach - Pilot	Phyllis M.
71MCKTFAMYRESP03	OTHER	McKnight Grant for Family (formerly Alternative) Response	Phyllis M.
71PERMDEMOPROJ05	STATE	Minnesota Permanency Demonstration (MPD) Project	Deb L.
71POSADOPTIONS05	STATE	State / Purchase of Service Payments for Adoptions	Rhonda L.
71REFUGEUNMINR03	93566	Refugee Assistance Unaccompanied Minor	Lynn N.
71RELCUSTODYAT02	STATE	Relative Custody Assistance Program	Rhonda L.
71T4B1FAMYRESP65	93645	Family (formerly Alternative) Response Federal Grant (4B1)	Phyllis M.
71T4B2FAMYRESP65	93556	Family (formerly Alternative) Response Federal Grant (4B2)	Phyllis M.
71T4B2PARNTSUP08	93556	Parent Support Outreach (4B2)	Phyllis M.
71TITL4B2FGDMR08	93556	Family Group Decision Making	Phyllis M.
72CCBSFADMIN**08	STATE	Basic Sliding Fee Child Care Administrative – State	Jerry M.
72CCBSFADMIN**15	93596	Basic Sliding Fee Child Care Administrative – Federal	Jerry M.
72CCBSFFEDERAL16	93596	Basic Sliding Fee Child Care Program – Federal	Jerry M.
72CCBSFSTATE**09	STATE	Basic Sliding Fee Child Care – State	Jerry M.
72CCMFIPADMIN*13	93596	Child Care Minnesota Family Investment Program Administrative – Federal	Jerry M.
72CCMFIPADMIN*66	STATE	Child Care Minnesota Family Investment Program Administrative – State	Jerry M.
72CCMFIPFEDERL12	93596	Child Care Minnesota Family Investment Program – Federal	Jerry M.
72CCMFIPSTATE*65	STATE	Child Care Minnesota Family Investment Program – State	Jerry M.
72CCPORTPOOL**09	STATE	Basic Sliding Fee Child Care Portability Pool – State	Jerry M.
72CCPORTPOOL**16	93596	Basic Sliding Fee Child Care Portability Pool – Federal	Jerry M.
72MFIPCSSGTANF14	93558	MFIP Consolidated Fund – Federal	Jerry M.
72MFIPSSSTATES11	STATE	MFIP Consolidated Fund – State	Jerry M.
73CDBLGT#####26	93959	Federal Chemical Health Block Grant – Contract No. (in numerals represented here by "#")	Ray T.
73CDTFUNDADMIN17	STATE	Chemical Health Division Treatment Fund Administration	Jim Sc.
73CDTFUNDREFND11	RECOV	Chemical Health Division Treatment Fund Refund of County Share Overpayment	Jim Sc.
73MAR25ADMSSTS22	93778	Medical Assistance Rule 25 Administration (SSTS)	Joan M.
74ADLTMHR78CSP25	STATE	Mental Health Rule 78 Adult Community Support Program	Ray T.
74ADLTMHSYSINT35	93958	Adult Mental Health Systems Initiative - Federal	Ray T.
74ADULTINTFUND30	STATE	Adult Integrated Fund	Ray T.
74ADULTINTFUND62	93150	Adult Integrated Fund – Federal	Ray T.
74ADULTINTFUND62	93958	Adult Integrated Fund – Federal	Ray T.
74ADULTMHSYSIN59	STATE	Adult Mental Health Systems Initiative Pilot - State	Ray T.
74AIF-FLOODREL30	STATE	Adult Integrated Fund – Flood Relief	Ray T.
74AIF-FLOODREL62	93982	Adult Integrated Fund – Flood Relief	Ray T.
74AMH-TCMREBAT31	93778	Adult Mental Health – Targeted Case Management Rebate	Joan M.
74CHILDMHCOMBF60	93958	Children's Mental Health Combined Grant – Federal	Ray T.
74CHILDMHCOMBS63	STATE	Children's Mental Health Combined Grant – State	Ray T.

ATTACHMENT B

Invoice Field Codes Sorted by Blocks One and Two

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
74CMH-TCMREBAT64	93778	Children's Mental Health – Targeted Case Management Rebate	Joan M.
74FBGCMHCOMSRV60	93958	CMH Community Services Block Grant – Federal	Ray T.
74FLOODISPGRNT62	83539	Flood Crisis – Immediate Services Program Grant	Ray T.
74IVEFCR5IPADM28	93658	Title IV-E Foster Care Intake and Planning, Rule 5 Admin	Rhonda L.
74IVEFCR5MAINT28	93658	Title IV-E Foster Care Maintenance, Rule 5	Rhonda L.
74MARULE5ADMIN66	93778	Rule 5 Administrative Set-Aside	Mark P.
74MHHOMELESS**30	93150	Mental Health Homeless Grant - Federal	Ray T.
74MHHOMELESS*S30	STATE	Mental Health Homeless Grant – State	Ray T.
75DDFAMSUPTGRT35	STATE	Developmental Disabilities Family Support Grant	Dave Z.
75DDSILSPROGRM34	STATE	Developmental Disabilities Semi - Independent Living Services (DD-SILS Program)	Dave Z.
75VADDTCMREBAT42	93778	Vulnerable Adult / Developmentally Disabled – Targeted Case Management (VA/DD-TCM) Rebate	Joan M.
76ACWAIVPREREF23	RECOV	Alternative Care (AC) Waiver premium refund to County - at county request	Kim A.
76ADCONSUGRNT68 MA, GAMC, MCRE, REF, etc.	STATE	Adult Consumer Support Grant Long Term Care and MMIS Provider Payment-Remittance Advice mailed separately - for questions, refer to phone # on warrant stub	Dave Z.

Invoice Field Codes Sorted by CFDA# (Block Five)

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
MA, GAMC, MCRE, REF, etc.		Long Term Care and MMIS Provider Payment-Remittance Advice mailed separately - for questions, refer to phone # on warrant stub	
00FSPCOWIDEINDGF	10561	Food Stamps County-Wide Indirect Administrative Aid - General Fund (GF)	Bruce L.
63FSETADMINFEDSH	10561	Food Stamp Employment & Training (FSET) - Administrative Costs - Federal	LeAnn H.
63FSETSUPPORTFED	10561	Food Stamp Employment & Training (FSET) - Support Services Federal	LeAnn H.
63FSPBIGTENTRIPS	10561	Food Stamp State Exchange Travel Expense Reimbursements	Bruce L.
63FSPFNSADMINAID	10561	Food Stamp Direct Administrative Aid (Food and Nutrition Service)	Bruce L.
74FLOODISPGRNT62	83539	Flood Crisis – Immediate Services Program Grant	Ray T.
74ADULTINTFUND62	93150	Adult Integrated Fund – Federal	Ray T.
74MHHOMELESS**30	93150	Mental Health Homeless Grant - Federal	Ray T.
71T4B2FAMYRESP65	93556	Family (formerly Alternative) Response Federal Grant (4B2)	Phyllis M.
71T4B2PARNTSUP08	93556	Parent Support Outreach (4B2)	Phyllis M.
71TITL4B2FGDMR08	93556	Family Group Decision Making	Phyllis M.
60CTYWIDEINDTANF	93558	TANF payments for indirect administration	Shawn T.
60TANFCOUNTYADMN	93558	TANF County Wide Advances or Settlements for Direct and Indirect Administration, Formerly AFDC	Shawn T.
60TANFFPICNTYADM	93558	TANF County-Wide Settlements for Fraud Prevention Investigation	Shawn T.
72MFIPCSSGTANF14	93558	MFIP Consolidated Fund – Federal	Jerry M.
00IV-DCOWIDEINGF	93563	Title IV-D County-Wide Indirect Administrative Aid for Child Support - General Fund (GF)	Jane J.
64IV-DADMINAIDCS	93563	Administrative Aid for IV-D Child Support	Jane J.
64IV-DCSINCENTIV	93563	Title IV-D Child Support Incentives – federal	Jane J.
00RFGCOWIDEINDGF	93566	Refugee County-Wide Indirect Administrative Aid General Fund (GF)	Lynn N.
68REFUGEADMINAID	93566	Refugee Assistance Administrative Aid	Lynn N.
71REFUGEUNMINR03	93566	Refugee Assistance Unaccompanied Minor	Lynn N.
72CCBSFADMIN**15	93596	Basic Sliding Fee Child Care Administrative – Federal	Jerry M.
72CCBSFFEDERAL16	93596	Basic Sliding Fee Child Care Program – Federal	Jerry M.
72CCMFIPADMIN*13	93596	Child Care Minnesota Family Investment Program Administrative – Federal	Jerry M.
72CCMFIPFEDERL12	93596	Child Care Minnesota Family Investment Program – Federal	Jerry M.
72CCPORTPOOL**16	93596	Basic Sliding Fee Child Care Portability Pool – Federal	Jerry M.
71IVESELFEDTRN04	93599	Title IV-E SELF education and training	Phyllis M.
71ADOPTINCENT*09	93603	Adoption Incentive Award Payment	Mark P.
71CJAGRANTAWRD09	93643	Children Justice Act	Phyllis M.
71T4B1FAMYRESP65	93645	Family (formerly Alternative) Response Federal Grant (4B1)	Phyllis M.
004ESSTSCOWIDEIN	93658	County-Wide Indirect for Social Services (IVE)	Joan M.
00IV-ECOWIDEINGF	93658	Title IV-E County-Wide Indirect Administrative Aid General Fund (GF)	Mark P.
60IVEINCOMEADMIM	93658	Title IV-E Income Maintenance Administrative Aid	Mark P.

Invoice Field Codes Sorted by CFDA# (Block Five)

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
70SSISOPERTNAL09	93658	Social Service Information System (SSIS) Operational Costs	Mark P.
71CWTRAINSTATE10	93658	Child Welfare Training / State Training System	Mark P.
71IVEDEMOPROJ*01	93658	Title IV-E Waiver, MN Permanency Demonstration (MPD) Project	Deb L.
71IVEFCCHILCAR01	93658	Title IV-E Foster Care Child Care	Rhonda L.
71IVEFCIPADMIN01	93658	Title IV-E Foster Care Intake and Planning, Admin Other than Rule 5	Rhonda L.
71IVEFCMAINT**01	93658	Title IV-E Foster Care Maintenance	Rhonda L.
71IVEFCR4IPADM01	93658	Title IV-E Foster Care Intake and Planning, Rule 4 Admin	Rhonda L.
71IVEFCR4TRG**01	93658	Title IV-E Foster Care, Rule 4 Training	Rhonda L.
71IVEMASSOCWRK02	93658	Title IV-E Master of Social Work Training	Mark P.
71IVEPOSADOPTS09	93658	Title IV-E / Purchase of Service Payments for Adoptions	Rhonda L.
71IVESSTSADMIN02	93658	Title IV-E Social Service Administration (SSTS)	Joan M.
71LCTSIV-EADMN07	93658	Local Collaborative Time Study (LCTS) Title IV-E Administration	Natalie B.
74IVEFCR5IPADM28	93658	Title IV-E Foster Care Intake and Planning, Rule 5 Admin	Rhonda L.
74IVEFCR5MAINT28	93658	Title IV-E Foster Care Maintenance, Rule 5	Rhonda L.
70TXXSSBLOKGR56	93667	Title XX Social Service Block Grant	Jerry M.
71IVESELFGRANT04	93674	Title IV-E Support for Emancipation and Living Functionally (SELF) Grant	Phyllis M.
00SCHIPMNCINDRCT	93767	SCHIP Minnesota Care Indirect	Rick H.
00SCHIPPRCINDRCT	93767	SCHIP Parental Care Indirect	Rick H.
60SCHIPMNCDIRECT	93767	SCHIP Minnesota Care Direct	Rick H.
60SCHIPPRCDIRECT	93767	SCHIP Parental Care Direct	Rick H.
00MACOWIDEINDRGF	93778	MA County-Wide Indirect Administrative Aid General Fund (GF)	Ermias K.
00MASSTSCOWIDEIN	93778	County-Wide Indirect for Social Services (MA)	Joan M.
65MAINCENTIVEFED	93778	MA Medical Support Federal Incentive	Rick H.
65MANHCLOSUREFED	93778	Nursing Home Facility Bed Closure – Federal payment	Ermias K.
65MEDASSADMINAID	93778	Medical Assistance Administrative Aid	Ermias K.
70MASSTSADMIN*54	93778	Medical Assistance Non-Waiver Social Service Administration (SSTS)	Joan M.
71CW-TCMREBATE05	93778	Child Welfare - Targeted Case Management Rebate	Joan M.
71LCTSMA-ADMIN07	93778	Local Collaborative Time Study (LCTS) Medical Assistance Administration	Natalie B.
73MAR25ADMSSTS22	93778	Medical Assistance Rule 25 Administration (SSTS)	Joan M.
74AMH-TCMREBAT31	93778	Adult Mental Health – Targeted Case Management Rebate	Joan M.
74CMH-TCMREBAT64	93778	Children's Mental Health – Targeted Case Management Rebate	Joan M.
74MARULE5ADMIN66	93778	Rule 5 Administrative Set-Aside	Mark P.
75VADDTCMREBAT42	93778	Vulnerable Adult / Developmentally Disabled – Targeted Case Management (VA/DD-TCM) Rebate	Joan M.
74ADLTMH SYSINT35	93958	Adult Mental Health Systems Initiative - Federal	Ray T.
74ADULTINTFUND62	93958	Adult Integrated Fund – Federal	Ray T.
74CHILDMHCOMBF60	93958	Children's Mental Health Combined Grant – Federal	Ray T.
74FBGCMHCOMSRV60	93958	CMH Community Services Block Grant – Federal	Ray T.

Invoice Field Codes Sorted by CFDA# (Block Five)

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
73CDBLGT#####26	93959	Federal Chemical Health Block Grant – Contract No. (in numerals represented here by "#")	Ray T.
74AIF-FLOODREL62	93982	Adult Integrated Fund – Flood Relief	Ray T.
71MCKNIGHTPSOP03	OTHER	McKnight Grant for Parent Support Outreach - Pilot	Phyllis M.
71MCKTFAMYRESP03	OTHER	McKnight Grant for Family (formerly Alternative) Response	Phyllis M.
__OVERPAY____	RECOV	County Overpaid DHS from various sources. Program and remainder of description will vary depending upon the source of overpayment.	Kim A.
00PARENTFEECOLL*	RECOV	County Overpaid DHS on a Parent Fee Collection	Kim A.
60MXINVOICEREFND	RECOV	Credit balance paid from MAXIS invoices	Shawn T.
60MXNONCLNTRECOV	RECOV	Maxis Non-client Recoveries	Shawn T.
60WORKCOMPSUBSIS	RECOV	Worker's Compensation Subsistence Recovery	LeAnn H.
73CDTFUNDREFND11	RECOV	Chemical Health Division Treatment Fund Refund of County Share Overpayment	Jim Sc.
76ACWAIVPREREF23	RECOV	Alternative Care (AC) Waiver premium refund to County - at county request	Kim A.
00REDLAKERESERV*	STATE	Red Lake Indian Reservation Funding	Harland C.
60FRAPREVINVESCC	STATE	Fraud Prevention Investigation Child Care Payments	Shawn T.
60FRAPREVINVEST	STATE	Fraud Prevention Investigation Payments	Shawn T.
60MAXISCERTMAILR	STATE	Maxis certified mail reimbursement	Shawn T.
60MXINVOICEREFND	STATE	Maxis Invoice Refund	Dave C.
63FSETADMINSTATE	STATE	Food Stamp Employment & Training (FSET) - Administrative Costs - State	LeAnn H.
63FSPFNSQCBONUS*	STATE	Food Stamp Quality Control Bonus Funding - State	Bruce L.
64IV-DCSINCENTIV	STATE	Title IV-D Child Support Incentives - state	Jane J.
64IV-DESTABINCEN	STATE	Establishment Incentive	Jane J.
64IV-DGUIDELINES	STATE	Guidelines Implementation Grant	Jane J.
64IV-DMAINSINCEN	STATE	MA County Child Support Health Insurance Bonus Incentive	Jane J.
64IV-DMODIFINCEN	STATE	Modification Incentive	Jane J.
64IV-DPATRINCENT	STATE	Paternity Incentive	Jane J.
65MAINCENTIVEST*	STATE	MA Medical Support State Incentive	Rick H.
65MANHCLOSUREST*	STATE	Nursing Home Facility Bed Closure – State payment	Ermias K.
65MNCAREADMINTRA	STATE	Admin reimbursement for training workers enrolling clients in MNCARE – lump sum distribution SFY06 only. Larry Kontio (651) 431-2299	Karl S.
65PMAPADMINMA***	STATE	PMAP County Administration (MA) - State Jeanine Heller (651) 296-7553 – semi-annual allocation reimbursement	Karl S.
70CCSAGBLOKGRT53	STATE	Children and Community Services Grant	Jerry M.
71FAMILYRESPONS67	STATE	Family (formerly Alternative) Response State Grant	Phyllis M.
71FORGOTCHILDS05	STATE	American Legion Forgotten Children's Fund	Rick H.
71PERMDEMOPROJ05	STATE	Minnesota Permanency Demonstration (MPD) Project	Deb L.
71POSADOPTIONS05	STATE	State / Purchase of Service Payments for Adoptions	Rhonda L.
71RELCUSTODYAT02	STATE	Relative Custody Assistance Program	Rhonda L.
72CCBSFADMIN**08	STATE	Basic Sliding Fee Child Care Administrative – State	Jerry M.

ATTACHMENT C

Invoice Field Codes Sorted by CFDA# (Block Five)

BLOCKS ONE & TWO	BLOCK FIVE	FUNDING SOURCE/DESCRIPTION	PROGRAM ACCOUNTANT
72CCBSFSTATE**09	STATE	Basic Sliding Fee Child Care – State	Jerry M.
72CCMFIPADMIN*66	STATE	Child Care Minnesota Family Investment Program Administrative – State	Jerry M.
72CCMFIPSTATE*65	STATE	Child Care Minnesota Family Investment Program – State	Jerry M.
72CCPORTPOOL**09	STATE	Basic Sliding Fee Child Care Portability Pool – State	Jerry M.
72MFIPSSSTATES11	STATE	MFIP Consolidated Fund – State	Jerry M.
73CDTFUNDADMIN17	STATE	Chemical Health Division Treatment Fund Administration	Jim Sc.
74ADLTMHR78CSP25	STATE	Mental Health Rule 78 Adult Community Support Program	Ray T.
74ADULTINTFUND30	STATE	Adult Integrated Fund	Ray T.
74ADULTMH SYSIN59	STATE	Adult Mental Health Systems Initiative Pilot - State	Ray T.
74AIF-FLOODREL30	STATE	Adult Integrated Fund – Flood Relief	Ray T.
74CHILDMHCOMBS63	STATE	Children's Mental Health Combined Grant – State	Ray T.
74MHHOMELESS*S30	STATE	Mental Health Homeless Grant – State	Ray T.
75DDFAMSUPTGRT35	STATE	Developmental Disabilities Family Support Grant	Dave Z.
75DDSILSPROGRM34	STATE	Developmental Disabilities Semi - Independent Living Services (DD-SILS Program)	Dave Z.
76ADCONSUPGRNT68	STATE	Adult Consumer Support Grant	Dave Z.