

The Unit provides financial management services for ACF formula, entitlement, and block grants in the region. It also reviews cost estimates and reports for these grant programs and recommends funding levels. The Unit performs systematic fiscal reviews and makes recommendations to approve, defer or disallow claims for federal financial participation in ACF formula, entitlement and block grant programs. As applicable, recommendations are made on the clearance and closure of audits of state programs, paying particular attention to financial management deficiencies that decrease the efficiency and effectiveness of ACF programs and to monitoring the resolution of such deficiencies. The Unit represents the Regional Administrator in dealing with the ACF program offices on all program and financial policy matters under its jurisdiction. Early alerts are provided to the Regional Administrator regarding problems or issues that may have significant implications for the programs.

E. Delete KD9.20 Functions, Paragraph D, in its entirety and replace with the following:

D. The Children and Youth Development Unit is headed by a manager who reports to the Regional Administrator. The Unit is responsible for providing program and financial management services, and for technical administration of ACF discretionary grant programs such as Head Start (HS), Early Head Start (EHS), and Runaway and Homeless Youth (RHY). In that regard, the Unit provides policy guidance to public and private organizations, as well as to state, county, city, territorial and tribal governments to assure consistent and uniform adherence to federal requirements. The Unit provides technical assistance to and coordinates various training activities for entities responsible for administering these programs to ensure that appropriate procedures and practices are adopted, and monitors the programs to ensure their efficiency and effectiveness. The Unit administers a system of fiscal reviews; reviews costs for allowability; and makes recommendations to disallow costs under ACF discretionary grant programs. It issues certain discretionary grant awards based on a review of project objectives, budget projections, and proposed funding levels. As applicable, recommendations are made on the clearance and closure of audits of grantee programs, paying particular attention to financial management deficiencies that decrease the efficiency and effectiveness of the

ACF programs and to monitoring the resolution of such deficiencies.

The Unit represents the Regional Administrator in dealing with ACF program offices on all program policy and financial matters under its jurisdiction. Early alerts are provided to the Regional Administrator regarding problems or issues that may have significant implications for the programs.

#### **XI. Region X, Seattle Office of ACF**

A. Delete KD10.10 Organization in its entirety and replace with the following:

KD10.10 Organization. The Administration for Children and Families, Region X, Seattle Office, is organized as follows:

Management Team (KDXA)  
Service Delivery Teams (KDXE)  
Support Teams (KDXF)

B. Delete KD10.20 Functions, Paragraph A, in its entirety and replace with the following:

KD10.20 Functions. A. The Management Team is headed by the Regional Administrator who reports to the Assistant Secretary for Children and Families through the Director, Office of Regional Operations. Also, the team has two Associate Regional Administrators who report directly to the Regional Administrator. In addition to being a team member, the Regional Administrator is responsible for alerting the Assistant Secretary for Children and Families to problems and issues that may have significant regional or national impact.

The Team provides executive leadership to state, county, city, and tribal governments, as well as public and private local grantees to ensure effective, efficient, results-oriented program and financial management. ACF's primary goal is to assist vulnerable and dependent children and families to achieve economic independence, stability, and self-reliance. The Team partners with state, local, and tribal organizations to promote adherence to federal laws, regulations, policies and procedures governing the programs, and exercises all delegated authorities and responsibilities for oversight of the programs. The Team takes action to approve certain state and tribal plans and submits recommendations to the Assistant Secretary for Children and Families concerning plan disapproval. The Team contributes to the development of national policy based on regional perspectives on all ACF programs. It oversees ACF operations; manages ACF regional staff; coordinates activities across regional programs; and

assures that goals and objectives are met and departmental and agency initiatives are carried out.

The Team represents ACF at the regional level in executive communications within ACF, the HHS Regional Director, other HHS operating divisions, other federal agencies, Tribal and Native American Organizations, and public or private local organizations representing children and families.

In order to ensure that agency goals are accomplished, the Management Team provides leadership to grantees through a staff organized in Service Delivery Teams. ACF programs and functions are grouped within teams according to current ACF programs and/or initiatives. Each team is charged with achieving measurable progress towards ACF goals through their work with state, local, and tribal grantees, the public, other federal agencies and internally within the Department. The regional team structure is designed to allow ACF to respond quickly in a dynamic and changing environment to achieve ACF and HHS goals.

C. Delete KD10.20 Functions, Paragraph B, in its entirety and replace with the following:

B. The Service Delivery Teams (SDTs) report directly to the Management Team. The SDTs are responsible for providing centralized management and technical administration of ACF formula, block, discretionary, and entitlement grants and programs to assist families achieve economic independence and self-sufficiency, and to promote safe, healthy, and permanent environments in which children can grow. The SDTs review and recommend approval or disapproval of state and tribal plans to the Management Team. SDTs recommend issuance of certain grant awards based on a review of project objectives, budget projections, and proposed funding levels.

The SDTs provide policy guidance to state, local, and tribal governments, and public and private organizations to foster consistent and uniform adherence to federal requirements governing formula, block, and entitlement programs. The SDTs provide technical assistance to states, grantees, and tribes to resolve identified problems; ensure that appropriate procedures and practices are adopted; develop and implement outcome-based performance measures; and to monitor the programs to ensure their efficiency and effectiveness.

The SDTs represent the Management Team in dealing with the ACF program offices on all program and policy matters under their jurisdiction. Alerts or early warnings are provided to the