

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 2, 2007

COUNTY FISCAL LETTER (CFL) No. 06/07-20

TO: COUNTY WELFARE DIRECTORS
COUNTY FISCAL OFFICERS
COUNTY AUDITOR CONTROLLERS
COUNTY PROBATION OFFICERS
COUNTY CHILD CARE COORDINATORS

SUBJECT: ASSISTANCE CLAIM AND COUNTY EXPENSE CLAIM (CEC)
INSTRUCTIONS REGARDING TWO-PARENT FAMILY PROGRAM

REFERENCES: ALL-COUNTY LETTER (ACL) No. 06-45, DATED OCTOBER 3, 2006; ACL
No. 99-54, AUGUST 12, 1999; CFL No. 99/00-37, DATED
NOVEMBER 5, 1999

This letter provides claiming information and instructions related to elimination of the separate state program for two-parent families. Effective with the October-December 2006 quarter, two-parent families in the California Work Opportunity and Responsibility to Kids (CalWORKs) Program will be funded with federal Temporary Assistance for Needy Families (TANF) rather than State General Fund (GF). In addition, titles for the related CEC Program Codes (PCs) have been revised to eliminate any references to "State Only". Please refer to ACL 06-45 for additional information.

CEC INSTRUCTIONS:**CalWORKs**Time Study Instructions:

Counties will continue to report all eligibility and case management activities to the same codes (6141 and 6631, respectively) and in the same manner as they have in the past. FoxPro will also continue to identify two-parent family costs based on caseload data provided by counties on the DFA 325.1 and transfer the costs to the appropriate Two-Parent PCs (065 and 066, respectively).

Claiming Instructions:

Effective with the October – December 2006 quarter, the sharing ratios for the following PCs will be changed to 100/00/00/0 (federal/state/health/county).

PC	Title
065	Two-Parent Family/CalWORKs Elig-Adm
066	Two-Parent Family/CalWORKs Case Mgmt Non-Adm
109	WTW Two Parent Family-General
678	WTW Two Parent Family-Pre Assessment
679	WTW Two Parent Family Post Assessment: Community Service
680	WTW Two Parent Family Post Assessment: Vocational Education
681	Two Parent Family Assessment
682	Two Parent Family Post Assessment: Other
683	Two Parent Recipient Child Care Training

With the following exception, counties should continue to report expenditures to the above codes. Necessary substance abuse and/or mental health treatment expenditures that are medical in nature are not eligible for federal funding under the TANF rules. Therefore, such expenditures incurred for two-parent families must be reported to the CalWORKs State Only Codes 625 and 628, as appropriate.

Child Care

Time Study and Claiming Instructions

There are no funding or reporting changes for PC 036, Two-Parent Families, Stage One Child Care. All Stage One Child Care expenditures for two-parent families will remain funded with GF since federal funding is not available unless the family works a minimum of 55 hours per week.

ASSISTANCE CLAIM INSTRUCTIONS

For the November 2006 claiming month counties should continue to use aid code 35 on the CA 800S NONFED claim form, as indicated in ACL No. 06-45. The California Department of Social Services will adjust the funding from State to federal TANF.

Beginning with the December 2006 claiming month aid code 35 will be moved from the CA 800S NONFED to the CA 800 FED claim form in order to accommodate the new funding shift. The revised claims will be included in the Automated Assistance Claims Excel Workbook posted on the Financial Services Bureau Extranet site at <http://www.cdsscounties.ca.gov/AAC/aac.htm>.

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Please e-mail any questions regarding CEC instructions to fiscal.systems@dss.ca.gov.
Questions regarding assistance claim instructions should be e-mailed to
assistance.claims@dss.ca.gov.

Sincerely,

Original Document Signed By:

ERIC FUJII
Deputy Director
Administration Division

c: CWDA