



CDSS

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GOVERNOR

August 13, 2014

COUNTY FISCAL LETTER (CFL) NO. 14/15-09

TO: COUNTY WELFARE DIRECTORS  
COUNTY WELFARE FISCAL OFFICERS

SUBJECT: FISCAL YEAR (FY) 2014-15 COMMUNITY CARE LICENSING (CCL)  
ALLOCATION FOR FOSTER FAMILY HOMES (FFH) AND  
ALLOCATION FOR FAMILY CHILD CARE HOMES (FCCH)

This letter informs counties of the FY 2014-15 allocations for the CCL - FFH and the CCL - FCCH programs. A total of \$5,827,000 General Fund (GF) for FFH and \$32,000 for FCCH in both reimbursement funds and GF has been made available based on the Budget Act of 2014.

**FFH Licensing and FFH Recruitment**

Attachment I displays the total allocation of \$5,827,000 GF for FFH Licensing, FFH Recruitment, Adam Walsh Protection and Safety Act of 2006, Resource Family Approval (RFA) Program and Registered Sex Offender (RSO) Check. For those counties performing FFH Licensing activities, the funds were distributed based on each county's staffing costs, determined as follows: each county's average monthly FFH caseload for calendar year 2013 as reported on the Licensing of Facilities for Children Monthly Statistical Report (LIC 181) was divided by the workload standard of 120 facilities per Full-Time Equivalent (FTE). This resulted in the number of justified staff required to license this facility category. A worker to supervisor ratio of 6.25:1 was applied to this justified staffing level. The total number of staffing (staff and supervisors) was then multiplied by the individual county's actual FFH unit cost.

An amount of \$17,000 GF for *Greshler v. Anderson* was incorporated into the FFH Basic of those counties that are performing the FFH Licensing activities. This premise reflects the costs for additional time necessary to issue the exemption needed notices and exemption denied notices to individuals with criminal convictions requiring exemptions.

In addition, a total of \$26,000 GF was allocated to those counties with licensing activities associated with the Adam Walsh Child Protection and Safety Act of 2006. This premise reflects the costs associated with child abuse registries and reports.

Funds were allocated on a percent to total basis according to calendar year 2013 average monthly FFH new license caseload.

For those counties that do not participate in the licensing program, the FFH Recruitment allocation funds were distributed based on each county's Family Reunification and Permanent Placement average monthly caseload, using the most recent 12 months caseload data, and the number of children under 18 years of age from the United States Census Bureau.

The RFA Program is a three-year program for up to five counties to establish a single, comprehensive approval process for Foster Care and Adoptions. The RFA replaces the existing separate processes for licensing FFH's, approving relatives and non-relative extended family members and approving adoptive families. Savings are distributed on actual FFH sharing ratios.

The FFH Licensing and Recruitment administrative costs, including staff development, are charged to Program Codes (PCs) 155 and 156 on the County Expense Claim (CEC). State Use Only (SUO) code 192 is used for expenditures exceeding the GF CCL/FFH allocation, which will be transferred to county share.

### **FCCH Licensing**

Attachment II displays the GF and reimbursement allocation of \$32,000 for FCCH Licensing. The amounts of \$17,000 GF for FCCH Basic and Serious Incident Reporting and \$13,000 reimbursement funds were distributed based on each county's staffing costs, determined as follows. Each county's average monthly FCCH caseload for calendar year 2013 as reported on the LIC 181 was divided by the workload standard of 257 facilities per FTE. This resulted in the number of justified staff required to license this facility category. A worker to supervisor ratio of 6.25:1 was applied to the justified staffing level. Total staffing was then multiplied by the individual county's actual FCCH unit cost. Gresher v. Anderson had no allocation and was not incorporated into the FCCH Basic.

The FCCH Licensing administrative costs, including staff development, are charged to PC 157 - Licensing - Family Day Care on the CEC. The SUO Codes 061 and 062 will be used to ensure that 100 percent of the reimbursement funds are expended before counties access their GF allocation. Expenditures exceeding the GF allocation will be transferred to county share using SUO Code 153.

**RSO Check**

This premise reflects the costs to minimize the risk of predictable and preventable harm to vulnerable children in out-of-home care by detecting the presence or residency of a RSO in the prospective and approved licensed facilities and/or in the prospective and approved Relative/Non Relative Extended Family Member's homes. An amount of \$53,000 GF for FFH and \$2,000 GF for FCCH were allocated for the RSO premise based on a percent to statewide total using the calendar year 2013 average monthly caseload for annual checks and application checks. The PC 155 will be charged for FFH RSO funds, and PC 157 will be charged for FCCH RSO on the CEC.

Any questions regarding this allocation can be directed to [Fiscal.systems@dss.ca.gov](mailto:Fiscal.systems@dss.ca.gov).

Sincerely,

***Original Document Signed By:***

BRIAN DOUGHERTY, Chief  
Financial Management and Contracts Branch

Attachments

## FY 2014 - 15 CCL - FOSTER FAMILY HOMES ALLOCATION

COUNTY	FY 2014 - 15	FY 2014 - 15	FY 2014 - 15	FY 2014 - 15	FY 2014 - 15	Total FFH Allocation
	FFH Basic GF	FFH Recruitment GF	Adam Walsh GF	Resource Family Approval GF	Registered Sex Offender Check GF	
Alameda	\$318,236	\$0	\$881	\$0	\$2,216	\$321,333
Alpine	\$0	\$39	\$0	\$0	\$0	\$39
Amador	\$0	\$762	\$0	\$0	\$0	\$762
Butte	\$31,364	\$0	\$221	\$0	\$605	\$32,190
Calaveras	\$0	\$1,588	\$0	\$0	\$0	\$1,588
Colusa	\$0	\$818	\$0	\$0	\$0	\$818
Contra Costa	\$304,871	\$0	\$881	\$0	\$2,438	\$308,190
Del Norte	\$18,682	\$0	\$221	\$0	\$444	\$19,347
El Dorado	\$32,886	\$0	\$441	\$0	\$471	\$33,798
Fresno	\$150,260	\$0	\$881	\$0	\$1,884	\$153,025
Glenn	\$5,098	\$0	\$441	\$0	\$403	\$5,942
Humboldt	\$0	\$4,979	\$0	\$0	\$0	\$4,979
Imperial	\$37,184	\$0	\$441	\$0	\$763	\$38,388
Inyo	\$7,471	\$0	\$0	\$0	\$405	\$7,876
Kern	\$203,355	\$0	\$881	\$0	\$1,902	\$206,138
Kings	\$22,278	\$0	\$441	(\$7,780)	\$661	\$15,600
Lake	\$0	\$2,178	\$0	\$0	\$0	\$2,178
Lassen	\$0	\$1,007	\$0	\$0	\$0	\$1,007
Los Angeles	\$0	\$376,937	\$0	\$0	\$0	\$376,937
Madera	\$0	\$6,418	\$0	\$0	\$0	\$6,418
Marin	\$59,903	\$0	\$221	\$0	\$267	\$60,391
Mariposa	\$10,295	\$0	\$0	\$0	\$415	\$10,710
Mendocino	\$0	\$3,697	\$0	\$0	\$0	\$3,697
Merced	\$57,898	\$0	\$441	\$0	\$686	\$59,025
Modoc	\$0	\$216	\$0	\$0	\$0	\$216
Mono	\$0	\$251	\$0	\$0	\$0	\$251
Monterey	\$70,288	\$0	\$441	\$0	\$803	\$71,532
Napa	\$39,623	\$0	\$441	\$0	\$525	\$40,589
Nevada	\$0	\$2,281	\$0	\$0	\$0	\$2,281
Orange	\$467,711	\$0	\$1,543	\$0	\$2,398	\$471,652
Placer	\$56,745	\$0	\$661	\$0	\$511	\$57,917
Plumas	\$0	\$642	\$0	\$0	\$0	\$642
Riverside	\$0	\$87,904	\$0	\$0	\$0	\$87,904
Sacramento	\$382,032	\$0	\$1,543	\$0	\$2,696	\$386,271
San Benito	\$2,478	\$0	\$221	\$0	\$205	\$2,904
San Bernardino	\$429,620	\$0	\$1,543	\$0	\$6,104	\$437,267
San Diego	\$956,654	\$0	\$4,616	\$0	\$12,443	\$973,713
San Francisco	\$144,982	\$0	\$221	(\$7,073)	\$785	\$138,915
San Joaquin	\$157,301	\$0	\$1,102	\$0	\$1,986	\$160,389
San Luis Obispo	\$65,858	\$0	\$661	(\$18,390)	\$851	\$48,980
San Mateo	\$123,345	\$0	\$441	\$0	\$601	\$124,387
Santa Barbara	\$126,963	\$0	\$441	(\$12,024)	\$717	\$116,097
Santa Clara	\$418,632	\$0	\$1,102	(\$41,733)	\$1,687	\$379,688
Santa Cruz	\$96,258	\$0	\$441	\$0	\$803	\$97,502
Shasta	\$92,076	\$0	\$441	\$0	\$1,258	\$93,775
Sierra	\$0	\$59	\$0	\$0	\$0	\$59
Siskiyou	\$2,478	\$0	\$221	\$0	\$2	\$2,701
Solano	\$0	\$11,895	\$0	\$0	\$0	\$11,895
Sonoma	\$94,348	\$0	\$221	\$0	\$871	\$95,440
Stanislaus	\$70,646	\$0	\$661	\$0	\$571	\$71,878
Sutter	\$25,277	\$0	\$0	\$0	\$2	\$25,279
Tehama	\$24,312	\$0	\$441	\$0	\$482	\$25,235
Trinity	\$0	\$826	\$0	\$0	\$0	\$826
Tulare	\$70,649	\$0	\$661	\$0	\$1,112	\$72,422
Tuolumne	\$14,901	\$0	\$221	\$0	\$248	\$15,370
Ventura	\$111,496	\$0	\$1,102	\$0	\$1,535	\$114,133
Yolo	\$0	\$5,503	\$0	\$0	\$0	\$5,503
Yuba	\$22,546	\$0	\$221	\$0	\$244	\$23,011
<b>Total</b>	<b>\$5,327,000</b>	<b>\$508,000</b>	<b>\$26,000</b>	<b>(\$87,000)</b>	<b>\$53,000</b>	<b>\$5,827,000</b>

## FY 2014 - 15 CCL - FAMILY CHILD CARE HOMES ALLOCATION

COUNTY	FY 2014 - 15 FCCH BASIC GF	FY 2014 - 15 Registered Sex Offender Check GF	FY 2014 - 15 FCCH-REIMBURSEMENT FEDERAL	TOTAL FCCH ALLOCATION FED /GF
Alameda	\$0	\$0	\$0	\$0
Alpine	\$0	\$0	\$0	\$0
Amador	\$0	\$0	\$0	\$0
Butte	\$0	\$0	\$0	\$0
Calaveras	\$0	\$0	\$0	\$0
Colusa	\$0	\$0	\$0	\$0
Contra Costa	\$0	\$0	\$0	\$0
Del Norte	\$10,197	\$1,377	\$7,798	\$19,372
El Dorado	\$0	\$0	\$0	\$0
Fresno	\$0	\$0	\$0	\$0
Glenn	\$0	\$0	\$0	\$0
Humboldt	\$0	\$0	\$0	\$0
Imperial	\$0	\$0	\$0	\$0
Inyo	\$6,803	\$623	\$5,202	\$12,628
Kern	\$0	\$0	\$0	\$0
Kings	\$0	\$0	\$0	\$0
Lake	\$0	\$0	\$0	\$0
Lassen	\$0	\$0	\$0	\$0
Los Angeles	\$0	\$0	\$0	\$0
Madera	\$0	\$0	\$0	\$0
Marin	\$0	\$0	\$0	\$0
Mariposa	\$0	\$0	\$0	\$0
Mendocino	\$0	\$0	\$0	\$0
Merced	\$0	\$0	\$0	\$0
Modoc	\$0	\$0	\$0	\$0
Mono	\$0	\$0	\$0	\$0
Monterey	\$0	\$0	\$0	\$0
Napa	\$0	\$0	\$0	\$0
Nevada	\$0	\$0	\$0	\$0
Orange	\$0	\$0	\$0	\$0
Placer	\$0	\$0	\$0	\$0
Plumas	\$0	\$0	\$0	\$0
Riverside	\$0	\$0	\$0	\$0
Sacramento	\$0	\$0	\$0	\$0
San Benito	\$0	\$0	\$0	\$0
San Bernardino	\$0	\$0	\$0	\$0
San Diego	\$0	\$0	\$0	\$0
San Francisco	\$0	\$0	\$0	\$0
San Joaquin	\$0	\$0	\$0	\$0
San Luis Obispo	\$0	\$0	\$0	\$0
San Mateo	\$0	\$0	\$0	\$0
Santa Barbara	\$0	\$0	\$0	\$0
Santa Clara	\$0	\$0	\$0	\$0
Santa Cruz	\$0	\$0	\$0	\$0
Shasta	\$0	\$0	\$0	\$0
Sierra	\$0	\$0	\$0	\$0
Siskiyou	\$0	\$0	\$0	\$0
Solano	\$0	\$0	\$0	\$0
Sonoma	\$0	\$0	\$0	\$0
Stanislaus	\$0	\$0	\$0	\$0
Sutter	\$0	\$0	\$0	\$0
Tehama	\$0	\$0	\$0	\$0
Trinity	\$0	\$0	\$0	\$0
Tulare	\$0	\$0	\$0	\$0
Tuolumne	\$0	\$0	\$0	\$0
Ventura	\$0	\$0	\$0	\$0
Yolo	\$0	\$0	\$0	\$0
Yuba	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$17,000</b>	<b>\$2,000</b>	<b>\$13,000</b>	<b>\$32,000</b>