



CDSS

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DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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EDMUND G. BROWN JR.
GOVERNOR

May 21, 2015

COUNTY FISCAL LETTER (CFL) NO. 14/15-63

TO: COUNTY FISCAL OFFICERS
COUNTY WELFARE DIRECTORS
CHIEF PROBATION OFFICERS
COUNTY AUDITOR CONTROLLERS

SUBJECT: FISCAL YEAR (FY) 2013-14 AND 2014-15 ADOPTIONS
ASSISTANCE PROGRAM (AAP) DE-LINK SAVINGS

REFERENCE: [CFL NO. 14/15-17](#), DATED NOVEMBER 2, 2014;
[FOSTERING CONNECTIONS TO SUCCESS AND INCREASING
ADOPTIONS ACT OF 2008 \(PUBLIC LAW \[PL\] 110-351\)](#);
[TITLE I—EXTENSION OF CHILD AND FAMILY SERVICES
PROGRAMS \(P.L. 112-34\)](#);
[HOUSE OF REPRESENTATIVES \(H.R.\) 4980 SECTION 206](#);
[WELFARE AND INSTITUTIONS CODE \(W&IC\) SECTION 16118](#) AND
[W&IC SECTION 16132](#)

This letter provides County Welfare Departments with a second annual CFL providing each county with “final” and “estimated” de-link savings amounts and instructions on reporting requirements for the AAP De-link savings of Local Revenue Funds (LRF)/county funds. As stated in [CFL No. 14/15-17](#), the PL 110-351 shifted, otherwise qualified non-federal AAP cases to Title IV-E eligible cases by de-linking the income requirements of the Aid for Dependent Children-Foster Care (AFDC-FC) and Supplemental Security Income/State Supplementary Payment (SSI/SSP) programs. A child defined in the new law as an “applicable child” will no longer need to meet the 1996 AFDC income requirements to be eligible for Title IV-E funding. As a result of the phased-in eligibility changes, there is a savings in LRF/county funds. To be in compliance with the provision of Foster Care and adoption services as stated in [W&IC sections 16118\(d\) and \(f\)](#) and [W&IC section 16132](#), counties are required to report annually to CDSS how the LRF/county savings were reinvested for each year, including expenditures for post-adoption services, or if savings were not reinvested that year.

Background

As stated in [CFL No. 14/15-17](#), counties are required to assist the state in providing county-specific information in order to meet federal reporting requirements for AAP de-link savings.

Effective October 1, 2014, [H.R. 4980 Section 206](#) requires not less than 30 percent of the total de-link savings each year to be spent on post adoption services, post guardianship services, and services to support and sustain positive permanent outcomes for children who otherwise might enter into Foster Care under the responsibility of the State. Of that 30 percent, two-thirds (which equates to 20 percent of the total de-link savings), must be spent on post adoption services and post guardianship services and documented as such. The remaining one-third of the 30 percent (which equates to 10 percent of the total de-link savings), must be spent on services to support and sustain positive permanent outcomes for children who otherwise might enter Foster Care. The remaining 70 percent of the total de-link savings should be spent on Foster Care and adoptions services pursuant to Title IV-B and Title IV-E.

It is important to note that the savings must be spent on services, not administrative costs. Counties may contract for post adoption and post guardianship services. Contracted costs are claimed via the direct charge method on the County Expense Claim (CEC); however, costs for services are not Title IV-E allowable and should not be claimed as such on the CEC. Counties are responsible for maintaining documentation that reflects the type and nature of services, as well as the amount spent on the respective services.

Estimate Methodology

The estimate methodology remains the same as utilized in [CFL No. 14/15-17](#). The calculated LRF/county savings are distributed to each county, as displayed in Attachments I and II.

The final and estimated savings amounts include all applicable cases (the new de-linked age group and prior de-linked age groups) for that fiscal year. The final and estimated savings amounts do not include cases in which the child has aged out of AAP.

FY 2013-14 Final Savings Distribution

Attachment I (FY 2013-14 Final Savings Distribution) provides the “final” FY 2013-14 LRF/county savings distribution for each county. Counties need to complete Attachment III to report how the final savings were reinvested.

FY 2014-15 Estimated Savings Distribution

Attachment II (FY 2014-15 Estimated Savings Distribution) provides the estimated FY 2014-15 LRF/county savings distribution for each county. **The estimated amount is for investment planning purposes and should not be reported on Attachment III.** A CFL will be released at the beginning of 2016 which will include a template to report how the “final” 2014-15 savings distribution was invested.

Reporting Instructions

2013-14 AAP De-link Savings and Reinvestment Report Form

In order for counties to certify how the LRF/county savings were reinvested for the final amount for FY 2013-14, Attachment III (2013-14 AAP De-link Savings and Reinvestment Report Form) needs to be completed. The LRF/county savings from any fiscal year do not have to be reinvested within that fiscal year; however, if the county did not reinvest any of its FY 2013-14 savings, the county must still submit Attachment III with an explanation as to why and when it will be reinvested. If the county did not realize a savings for FY 2013-14 and does not have an amount to report, Attachment III needs to be completed to confirm agreement with what was indicated by CDSS on Attachment I (Final Savings Distribution). If the savings are not reinvested within two years, the counties must provide an explanation on Attachment III.

Attachment III form should be submitted to California Department of Social Services (CDSS) to the address below.

AAP De-link Savings Reinvestment FY 2012-13

For informational purposes, Attachment IV (AAP De-link Savings Reinvestment FY 2012-13) provides the FY 2012-13 reinvested de-link savings that were reported by counties as of March 07, 2015. If the county did not report savings for FY 2012-13, the county should submit Attachment III included in [CFL No. 14/15-17](#) to CDSS to the address below. If the county previously reported savings for FY 2012-13 that exceeded its actual final savings for that year, the county should provide an explanation for the additional amount on Attachment III included in CFL No. 14/15-17 and submit it to CDSS. Each county’s final savings for FY 2012-13 can be found in CFL No. 14/15-17.

The FY 2013-14 Attachment III form (and if applicable FY 2012-13 Attachment III form) should be submitted by May 31, 2015, to CDSS to the address below.

CFL NO. 14/15-63
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California Department of Social Services
Children's Services Operations & Evaluation Branch
Attn: Adoptions Services Bureau
744 P Street, Mail Station 8-12-31
Sacramento, CA 95814

Questions regarding the certification requirement may be directed to the Adoptions Services Bureau at (916) 651-8089 or emailed to marta.platt@dss.ca.gov. Questions regarding this CFL should be directed to fiscal.system@dss.ca.gov.

Sincerely,

Original Document Signed By:

LILIA A. YOUNG, Chief
Fiscal Forecasting and Policy Branch

Attachments

FY 2013-14 Final De-Link Savings Calculation

<u>County</u>	<u>Distribution</u>	<u>Savings</u>
Alameda	1.38%	\$16,163
Alpine	0.00%	\$0
Amador	0.00%	\$0
Butte	0.42%	\$4,934
Calaveras	0.14%	\$1,687
Colusa	0.00%	\$0
Contra Costa	2.02%	\$23,703
Del Norte	0.03%	\$372
El Dorado	0.49%	\$5,696
Fresno	3.41%	\$40,016
Glenn	0.24%	\$2,845
Humboldt	0.15%	\$1,711
Imperial	0.07%	\$798
Inyo	0.00%	\$0
Kern	4.23%	\$49,655
Kings	0.29%	\$3,434
Lake	0.01%	\$74
Lassen	0.00%	\$0
Los Angeles	26.97%	\$316,564
Madera	0.26%	\$3,028
Marin	0.29%	\$3,450
Mariposa	0.18%	\$2,169
Mendocino	0.05%	\$530
Merced	0.39%	\$4,544
Modoc	0.00%	\$0
Mono	0.00%	\$0
Monterey	0.59%	\$6,978
Napa	0.16%	\$1,894
Nevada	0.30%	\$3,546
Orange	6.53%	\$76,645
Placer	1.08%	\$12,665
Plumas	0.00%	\$0
Riverside	13.00%	\$152,593
Sacramento	3.96%	\$46,497
San Benito	0.10%	\$1,189
San Bernardino	7.45%	\$87,481
San Diego	9.31%	\$109,222
San Francisco	2.21%	\$25,951
San Joaquin	2.35%	\$27,538
San Luis Obispo	0.47%	\$5,528
San Mateo	0.59%	\$6,879
Santa Barbara	1.09%	\$12,831
Santa Clara	2.81%	\$33,035
Santa Cruz	1.01%	\$11,830
Shasta	0.95%	\$11,177
Sierra	0.00%	\$0
Siskiyou	0.04%	\$437
Solano	0.65%	\$7,600
Sonoma	0.88%	\$10,366
Stanislaus	0.13%	\$1,531
Sutter	0.48%	\$5,609
Tehama	0.59%	\$6,931
Trinity	0.06%	\$727
Tulare	0.40%	\$4,702
Tuolumne	0.14%	\$1,679
Ventura	1.37%	\$16,092
Yolo	0.10%	\$1,228
Yuba	0.15%	\$1,811
Total	100.00%	\$1,173,563

FY 2014-15 Estimated De-Link Savings Calculation

<u>County</u>	<u>Distribution</u>	<u>Savings</u>
Alameda	1.31%	\$33,683
Alpine	0.00%	\$0
Amador	0.00%	\$0
Butte	0.41%	\$10,393
Calaveras	0.09%	\$2,406
Colusa	0.00%	\$0
Contra Costa	2.00%	\$51,345
Del Norte	0.05%	\$1,299
El Dorado	0.46%	\$11,873
Fresno	3.17%	\$81,357
Glenn	0.19%	\$4,808
Humboldt	0.13%	\$3,204
Imperial	0.08%	\$2,013
Inyo	0.00%	\$0
Kern	4.18%	\$107,013
Kings	0.30%	\$7,677
Lake	0.01%	\$155
Lassen	0.00%	\$0
Los Angeles	26.11%	\$669,074
Madera	0.21%	\$5,260
Marin	0.40%	\$10,242
Mariposa	0.13%	\$3,272
Mendocino	0.05%	\$1,260
Merced	0.37%	\$9,521
Modoc	0.00%	\$0
Mono	0.00%	\$0
Monterey	0.65%	\$16,657
Napa	0.17%	\$4,450
Nevada	0.34%	\$8,826
Orange	7.41%	\$189,802
Placer	1.14%	\$29,202
Plumas	0.00%	\$0
Riverside	13.80%	\$353,642
Sacramento	3.77%	\$96,591
San Benito	0.12%	\$3,086
San Bernardino	7.80%	\$199,850
San Diego	8.67%	\$222,307
San Francisco	1.86%	\$47,555
San Joaquin	2.32%	\$59,553
San Luis Obispo	0.48%	\$12,417
San Mateo	0.49%	\$12,558
Santa Barbara	1.28%	\$32,680
Santa Clara	2.55%	\$65,400
Santa Cruz	1.03%	\$26,302
Shasta	1.04%	\$26,624
Sierra	0.00%	\$0
Siskiyou	0.04%	\$1,003
Solano	0.59%	\$15,246
Sonoma	1.15%	\$29,540
Stanislaus	0.17%	\$4,454
Sutter	0.51%	\$13,090
Tehama	0.57%	\$14,535
Trinity	0.08%	\$2,115
Tulare	0.40%	\$10,238
Tuolumne	0.19%	\$4,794
Ventura	1.49%	\$38,227
Yolo	0.08%	\$1,980
Yuba	0.17%	\$4,231
Total	100.00%	\$2,562,808

**Adoption Assistance Program (AAP) De-link
Savings and Reinvestment Reporting Form**

The Fostering Connections to Success and Increasing Adoptions Act of 2008 (Public Law 110-351) mandates Title IV-E agencies spend any Local Revenue Fund (LRF)/county savings generated from implementing the revised adoption assistance eligibility criteria on child welfare services that may be provided under Title IV-B and Title IV-E. Title IV-E agencies need to report the amount of LRF/county savings and how the funds are being reinvested, to the California Department of Social Services (CDSS). The [Welfare and Institutions Code \(W&I\) section 16118\(d\)](#) implements the reporting requirement. Under 2011 Realignment, the LRF/county savings accrued required the County Welfare Department (CWD) to provide county-specific information on how the funds were reinvested in order to meet the federal reporting requirements per [W&I section 16118\(d\)](#). The CWD is required to report to CDSS: the amount of savings; how the savings are reinvested; and how the savings are being reinvested on child welfare related services, specific to Title IV-B and Title IV-E State Plans. If savings are not reinvested within two years, the counties must indicate a reason. Please attach a separate page for an explanation or if further space is needed to indicate relevant service activities.

Provide responses to the following questions, for the time period of **July 1, 2013 through June 30, 2014 (Attachment I)**, and submit the responses to the Adoptions Services Bureau at the following address, **by May 31, 2015**:

California Department of Social Services
Children's Services Operations & Evaluation Branch
Attn: Adoptions Services Bureau
744 P Street, Mail Station 8-12-31
Sacramento, CA 95814

1. County: _____
2. Contact: _____
3. Number: _____
4. Email Address: _____
5. Total County Fund Savings: \$ _____
(Provided by California Department of Social Services)
6. The amount of savings reinvested in the below programs and the activities provided. **(Pursuant to Title IV-B and Title IV-E allowability guidelines, 70 percent shall be spent for the provision of Foster Care and/or adoption services.)**
 - a. Foster Care: \$ _____
Activities: _____

 - b. Adoption: \$ _____

**Adoption Assistance Program (AAP) De-link
Savings and Reinvestment Reporting Form**

Activities: _____

c. Post Adoption Services: \$ _____

Activities: _____

(Pursuant to Title IV-E and Title IV-B allowability guidelines, 20 percent shall be spent on post adoption and post guardianship services.)

a. Post Adoption Services: \$ _____

Activities: _____

d. Post Guardianship Services: \$ _____

Activities: _____

(Pursuant to Title IV-E and Title IV-B allowability guidelines, 10 percent shall be spent on services to support and sustain positive permanent outcomes for children who otherwise might enter Foster Care.)

a. Services : \$ _____

Activities: _____

COUNTY WELFARE DIRECTOR'S CERTIFICATION

I hereby certify, under penalty of perjury, that I am the official responsible for the administration of the public welfare programs in said county; that I have not violated any of the provisions of Sections 1090 to 1096, inclusive, of the Government Code; that the activities reported herein comply with the AAP de-link savings expenditure provisions of Sections 16118 and 16132 of the Welfare and Institutions Code.

Signature of County Welfare Director	Date
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FY 2012-13 De-Link Savings Reinvestment

<u>County</u>	<u>Savings</u>	<u>Reinvested</u>	(Over)/Under <u>Reinvested</u>
Alameda	\$3,645	\$3,645	\$0
Alpine	\$0	\$0	\$0
Amador**	\$0	\$0	\$0
Butte	\$970	\$0	\$970
Calaveras**	\$445	\$0	\$445
Colusa**	\$0	\$0	\$0
Contra Costa*	\$4,129	\$11,615	(\$7,486)
Del Norte**	\$33	\$0	\$33
El Dorado	\$860	\$0	\$860
Fresno	\$8,372	\$8,372	\$0
Glenn**	\$732	\$0	\$732
Humboldt*	\$409	\$424	(\$15)
Imperial**	\$110	\$0	\$110
Inyo**	\$0	\$0	\$0
Kern	\$9,798	\$9,798	\$0
Kings*	\$589	\$4,069	(\$3,480)
Lake*	\$15	\$87	(\$72)
Lassen**	\$0	\$0	\$0
Los Angeles	\$62,679	\$62,679	\$0
Madera	\$463	\$463	\$0
Marin*	\$245	\$4,570	(\$4,325)
Mariposa	\$193	\$193	\$0
Mendocino	\$90	\$90	\$0
Merced	\$1,147	\$1,147	\$0
Modoc**	\$0	\$0	\$0
Mono	\$0	\$0	\$0
Monterey**	\$1,059	\$0	\$1,059
Napa**	\$309	\$0	\$309
Nevada	\$352	\$352	\$0
Orange	\$11,138	\$11,138	\$0
Placer	\$2,159	\$2,159	\$0
Plumas**	\$0	\$0	\$0
Riverside	\$25,617	\$25,617	\$0
Sacramento	\$8,860	\$8,860	\$0
San Benito**	\$187	\$0	\$187
San Bernardino	\$16,601	\$16,601	\$0
San Diego*	\$22,518	\$22,581	(\$63)
San Francisco**	\$5,619	\$0	\$5,619
San Joaquin	\$5,716	\$5,716	\$0
San Luis Obispo	\$830	\$830	\$0
San Mateo	\$1,353	\$1,353	\$0
Santa Barbara	\$1,968	\$1,968	\$0
Santa Clara**	\$6,942	\$0	\$6,942
Santa Cruz	\$1,743	\$1,743	\$0
Shasta	\$1,574	\$1,574	\$0
Sierra**	\$0	\$0	\$0
Siskiyou**	\$116	\$0	\$116
Solano**	\$1,281	\$0	\$1,281
Sonoma	\$1,394	\$1,394	\$0
Stanislaus	\$242	\$242	\$0
Sutter**	\$744	\$0	\$744
Tehama	\$1,211	\$1,211	\$0
Trinity*	\$83	\$841	(\$758)
Tulare	\$777	\$777	\$0
Tuolumne	\$187	\$187	\$0
Ventura*	\$2,237	\$19,295	(\$17,058)
Yolo**	\$244	\$0	\$244
Yuba**	\$345	\$0	\$345
Total	\$218,330	\$231,591	(\$13,261.00)

* County reinvestment exceeded actual savings

** County did not submit Attachment III FY 2012-13 Form