

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, CA 95814



July 17, 2000

COUNTY FISCAL LETTER (CFL) NO. 00/01-05

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

SUBJECT: QUESTIONS AND ANSWERS ON KINSHIP GUARDIANSHIP  
ASSISTANCE PAYMENT (Kin-GAP) PROGRAM

REFERENCE: CFL 99/00-43 and 99/00-45, All County Letter (ACL) No. 99-35, 99-97,  
00-09 and 00-29, All County Information Notice (ACIN) No. I-27-99 and I-40-99.

As a result of the implementation of the Kinship Guardianship Assistance Payment (Kin-GAP) Program, the Fiscal Policy Bureau (FPB) has received a number of questions regarding claiming requirements for the Kin-GAP Program. The purpose of this CFL is to transmit a series of questions received and their answers pertaining to the recent statewide implementation of the Kin-GAP program. Also provided is information regarding the Kin-GAP Basic rate and the CalWORKs Regional Rate.

#### I. KIN-GAP RATES

ACL No. 99-97, dated November 4, 1999, provided the payment rates, effective January 1, 2000, for Kin-GAP which are identical to the foster care basic rates including those counties which have slightly higher rates.

ACL No 99-35, dated May 5, 1999, transmitted the Regional CalWORKs payment standards. As outlined in Attachment I of CFL No. 99/00-43, dated December 8, 1999, counties are to use the Regional CalWORKs payment standards and the Kin-GAP rate to determine the Federal, State and County shares. (Copies of the Kin-GAP and Regional CalWORKs payment standards are attached).

## II. QUESTIONS AND ANSWERS

1. Question: How do counties determine the amount of the TANF, State General Fund (SGF), and County Funds that should be claimed on the CA 800 KG, Summary Report of Expenditures Federal Kin-GAP Assistance payment form?

Answer: Pursuant to Welfare and Institutions Code Section 11367, the federal portion of the Kin-GAP rate shall be determined by utilizing the applicable regional per-child CalWORKs grant. The balance of the Kin-GAP payment shall be paid in equal portions by the state and the counties, as outlined below.

Starting with column A, list the persons count on the CA 800 KG Fed form. Next report the applicable TANF amount in column B. Remember to use the CalWORKs rate that is applicable to where the child resides, and the amount may vary, depending on the Kin-GAP case. Using the Kin-GAP Rate as the base, subtract the amount in column B on the CA 800 KG, and report the balance under Column C.

2. Question: On the Kin-GAP claim, should counties round up or round down to the nearest dollar?

Answer: When calculating the grant payment, Manual of Policy and Procedures, Division 25-320, requires counties to round down to the next lower whole dollar.

Then, when the rate is ready to be claimed and computed, round to the nearest dollar per the assistance claim instructions and put the whole dollar amount on the claim.

3. Question: When using the CalWORKs Regional rate to calculate the Federal portion, which Maximum Aid Payment (MAP) do counties use, exempt or non-exempt? Do they use both depending on the circumstances, or should they use just one rate?

Answer: Determine whether the child would be eligible as exempt or non-exempt using the criteria listed under Welfare & Institutions Code Section 11450.019 (a)-(c). If the child were found to be eligible under "exempt" status the county would use the higher MAP amount in computing the TANF grant.

If the child were found to be “non-exempt” the county would use the lower MAP amount. Counties should only use the one rate for which the child is eligible.

4. Question: How do counties determine the Kin-GAP rate for a child whose services were effective during the second week of the month?

Answer: When a child is already receiving CalWORKs or Foster Care and transfers to Kin-GAP, the Kin-GAP benefits will begin the first of the following month pursuant to an intraprogram status change. Therefore, proration is not necessary in the Kin-GAP program.

5. Question: If a child is receiving \$200 in SSI/SSP, is the child eligible for CalWORKs? If so, is it a straight deduction of the amount of SSI/SSP from the rate for an assistance unit of one?

Answer: Any child who receives a SSI payment (any amount) is not eligible for the State or Federal Kin-GAP program. These individuals are excluded by law from receiving CalWORKs, TANF, or Kin-GAP benefits because they are receiving other aid.

6. Question: Does the state expect the county to issue payments in one or two checks? Can the Kin-GAP and TANF amounts be combined into one payment?

Answer: Each county has the flexibility to decide whether they can track the payments using one check or need to issue two checks in order to keep the Federal and non Federal portions of the rate separate.

7. Question: Does the state anticipate creating an overall Kin-GAP report to cover the entire program as opposed to the CA 237 FC report, which only covers the Foster Care portion of the program?

Answer: The Data Operations Bureau has now revised the CA 237 FC report (effective July 2000), it contains three elements to capture Kin-GAP data for foster care children.

The Data Operations Bureau has released All County Letter (ACL) No. 00-29, dated May 3, 2000, which provides information regarding Kin-GAP reporting on the CA 237 FC report.

All County Letter (ACL) 00-09, dated January 10, 2000, provides statistical reporting information for CalWORKs children moving to Kin-GAP. The ACL also provides instructions on how to report the

Kin-GAP data on the CA 253 form, California Work Opportunity and Responsibility to Kids (CalWORKs) Report.

If you have program/eligibility questions related to Kin-GAP, please direct them to the Foster Care Branch at (916) 445-0813 for program questions or for eligibility questions (916) 324-5809. Data Operation questions may be directed to the Data Operations Branch at (916) 445-0220 and claiming questions may be directed to your county analyst in the Fiscal Policy Bureau at (916) 657-3440

Sincerely,

***Original Document Signed By  
Jarvio A. Grevious On July 17, 2000***

JARVIO A. GREVIOUS  
Deputy Director  
Administration Division

Attachments

c: CWDA

**CalWORKs PAYMENT STANDARDS**  
 Effective July 1, 1999  
 Region I

ATTACHMENT 2

ASSISTANCE UNIT SIZE	MAXIMUM AID PAYMENT EXEMPT	MAXIMUM AID PAYMENT NON- EXEMPT	MBSAC	IN KIND INCOME				80% OF MAP EXEMPT ASSISTANCE UNITS*	80% OF MAP NON-EXEMPT ASSISTANCE UNITS*
				Housing	Utilities	Food	Clothing		
1	344	310	390	176	37	97	30	275	248
2	565	505	639	235	42	208	57	452	404
3	699	626	793	257	45	265	85	559*	500
4	8313	746	942	270	47	328	115	664	596
5	947	849	1074	270	47	396	144	757	679
6	1064	953	1208	270	47	458	172	851	762
7	1168	1048	1327	270	47	511	203	934	838
8	1274	1141	1445	270	47	559	226	1019	912
9	1376	1233	1567	270	47	615	259	1100	986
10	1478	1324	1701	270	47	664	285	1182	1059
More than 10	1478	1324	Add \$14 for each extra person					1182	1059

\* Rounded down to next whole dollar

**CalWORKs PAYMENT STANDARDS**  
 Effective July 1, 1999  
 Region 2

ATTACHMENT

ASSISTANCE UNIT SIZE	MAXIMUM AID PAYMENT EXEMPT	MAXIMUM AID PAYMENT NON- EXEMPT	MBSAC	IN KIND INCOME				80% OF MAP EXEMPT ASSISTANCE UNITS*	80% OF MAP NON-EXEMPT ASSISTANCE UNITS*
				Housing	Utilities	Food	Clothing		
1	327	294	371	168	37	97	30	261	235
2	539	481	608	223	42	208	57	431	384
3	667	596	754	245	45	265	85	533	476
4	793	710	896	257	47	328	115	634	568
5	904	808	1022	257	47	396	144	723	646
6	1015	907	1148	257	47	458	172	812	725
7	1115	996	1261	257	47	511	203	892	796
8	1214	1086	1374	257	47	559	226	971	868
9	1313	1173	1490	257	47	615	259	1050	938
10	1409	1260	1618	257	47	664	285	1127	1008
More than 10	1409	1260	Add \$14 for each extra person						

\* Rounded down to next lower whole dollar.

Attachment  
Kin-GAP Rates effective January 1, 2000

County	Age 0-4	Age 5-8	Age 9-11	Age 12-14	Age 15-18
Basic Rate	\$393	\$428	\$457	\$506	\$553
Los Angeles	\$393	\$434	\$481	\$522	\$573
Orange	\$393	\$429	\$457	\$604	\$604
San Mateo	\$406	\$443	\$473	\$524	\$572
Santa Clara	\$393	\$428	\$481	\$506	\$553

County	Age 0-4	Age 5-6	Age 7-12	Age 13-18
Marin	\$419	\$428	\$510	\$582