

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



January 31, 2001

COUNTY FISCAL LETTER (CFL) NO. 00/01-53

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY FISCAL OFFICERS
ALL COUNTY CHILD CARE COORDINATORS

SUBJECT: CLARIFICATION OF CHILD CARE PROGRAM CODES

REFERENCE: CFL NO. 97/98-40; 97/98-50; 97/98-52; 97/98-55; 97/98-64; 98/99-01; 98/99-19; 98/99-62; 98/99-66; 98/99-76; 98/99-79; 99/00-27; 99/00-29; 99/00-44; 00/01-04

The purpose of this CFL is to provide clarification in a single document on the numerous child care Program Codes (PC) available for use on the County Expense Claim (CEC).

Funding for child care programs under California Work Opportunity and Responsibility to Kids (CalWORKs) is Federal Temporary Assistance to Needy Families (TANF) and State General Funds (SGF). Use of TANF funds for child care "assistance" except for one time, short term diversion, initiates the Federal 60-month time limit. Also, attached for your convenience is a matrix of the claiming codes and funding.

Stage One Child Care PC 453

Stage One is intended to serve those individuals who are newly working or beginning participation in a work activity while receiving TANF assistance payments. Child care services are provided under Stage One until the county determines that the family's child care situation is stable and a Stage Two slot is available. Please note that this program code is for all other families excluding two-parent families, non-federal, and those unable to transfer to Stage Two or Stage Three. The sharing ratio for this program is 100/0/0/0 (Federal/State/Reimbursement/County).

The following direct cost Program Identifier Numbers (PIN) are available for PC 453:

453018	Child Care Services, Payments (Assistance) for unemployed eligible participants
453082	Child Care Services, Payments (Non-Assistance) for employed eligible participants
453031	Contracted Services (Assistance)
453032	Contracted Services (Non-Assistance)
453088-94	Support Operating Direct Charge Costs

Unable to Transfer Stage I to II PC 900

PC 900 includes child care costs associated with former recipients and current recipients that remain in Stage One Child Care because they cannot transfer into Stage Two. Continue claiming child care payments for unemployed former recipients to PC 036. The sharing ratio for this program is 100/0/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 900:

- 900018 Child Care Services, Payments (Assistance) for unemployed current recipients
- 900082 Child Care Services, Payments (Non-Assistance) for employed eligible current and former participants
- 900031 Contracted Services (Assistance) for unemployed current recipients
- 900032 Contracted Services (Non-Assistance) for employed eligible current and former participants
- 900088-94 Support Operating Direct Charge Costs

Two Parent Families (State Only) Stage One Child Care PC 036

PC 036 captures costs associated with the provision of child care services for Two-Parent families when both parents are simultaneously participating in an approved CalWORKs work activity. The sharing ratio for this program is 0/100/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 036:

- 036018 Child Care Services, Payments (Assistance) for unemployed eligible participants
- 036082 Child Care Services, Payments (Non-Assistance) for employed eligible participants
- 036031 Contracted Services (Assistance)
- 036032 Contracted Services (Non-Assistance)
- 036088-94 Support Operating Direct Charge Costs

Stage Two Child Care PC 905

Stage Two Child Care is funded through the California Department of Education (CDE) and serves those individuals who are working or participating in a work activity while on aid once it is determined that they are in a stable situation, and those transitioning off aid due to increased employment.

PC 905 permits counties who are Alternative Payment Program (APP) providers to identify their Stage Two Child Care costs, via the child care function on the CEC. The CDE is the responsible State agency for administering Stage Two Child Care, which

includes reimbursement of costs associated with securing child care slots. Stage Two is funded through the Child Care and Development Fund (CCDF), with State and local Maintenance Of Effort (MOE) requirements.

Since Stage Two Child Care is funded through CDE there is no need to identify the costs as "assistance" or "non-assistance". The sharing ratio for this program is 0/0/100/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 905:

905018	Child Care Services, Payments
905031	Contracted Services
905088-94	Support Operating Direct Charge Costs

Stage Three Child Care PC 907

Stage Three Child Care is funded through CDE and serves those who are transitioning off aid and the working poor.

PC 907 permits counties who are APP providers to identify all Stage Three Child Care costs via the child care function on the CEC. The CDE is the responsible State agency for administering and reimbursing Stage Three Child Care. Stage Three is funded through the CCDF with State and local MOE requirements.

Since Stage Three Child Care is funded through CDE there is no need to identify the costs as "assistance" or "non-assistance". The sharing ratio for this program is 0/0/100/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 907:

907018	Child Care Services, Payments
907031	Contracted Services
907088-94	Support Operating Direct Charge Costs

Non-Federal Child Care PC 903

The State continues to provide state-funded aid to recent non-citizen entrants who are not federally eligible for TANF assistance. This population is defined as individuals who meet the federal requirements of a qualified alien but entered the U.S. on or after August 22, 1996, or meets the eligibility requirement of an alien as described in CDSS Eligibility and Assistance Standards (EAS) Manual 42-431. The sharing ratio for this program is 0/100/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 903:

- 903018 Child Care Services, Payments (Assistance) for unemployed eligible participants
- 903082 Child Care Services, Payments (Non-Assistance) for employed eligible participants
- 903031 Contracted Services (Assistance)
- 903032 Contracted Services (Non-Assistance)
- 903088-94 Support Operating Direct Charge Costs

Cal-Learn Child Care PC 909

The Cal-Learn program is for custodial teen parents under the age of 19 who have not obtained a high school diploma or the equivalent. PC 909 captures the costs of providing child care for those Cal-Learn participants who are receiving TANF assistance payments. The sharing ratio for this program is 100/0/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 909:

- 909018 Child Care Services, Payments (Assistance) for unemployed eligible participants
- 909082 Child Care Services, Payments (Non-Assistance) for employed eligible participants
- 909031 Contracted Services (Assistance)
- 909032 Contracted Services (Non-Assistance)
- 909088-94 Support Operating Direct Charge Costs

State Only Cal-Learn Child Care PC 811

Cal-Learn was implemented under a federal waiver and as of April 1, 1999, that waiver expired. With the expiration of the federal waiver, sanctioned Cal-Learn teen parents, and those cases in which the Assistance Unit (AU) contains a sanctioned Cal-Learn teen parent, are now State Only cases. The sharing ratio for this program is 0/100/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 811:

- 811018 Child Care Services, Payments (Assistance) for unemployed eligible participants
- 811082 Child Care Services, Payments (Non-Assistance) for employed eligible participants
- 811031 Contracted Services (Assistance)
- 811032 Contracted Services (Non-Assistance)
- 811088-94 Support Operating Direct Charge Costs

Non-Federal Cal-Learn Child Care PC 912

Non-Federal Cal-Learn Child Care is available to capture activities related to the provision of child care services for recent non-citizen entrants who remain eligible under the CalWORKs Welfare to Work (WTW) Program as state-only cases. The sharing ratio for this program is 0/100/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 912:

- 912018 Child Care Services, Payments (Assistance) for unemployed eligible participants
- 912082 Child Care Services, Payments (Non-Assistance) for employed eligible participants
- 912031 Contracted Services (Assistance)
- 912032 Contracted Services (Non-Assistance)
- 912088-94 Support Operating Direct Charge Costs

Child Care Pilot Project PC 904

The Child Care Pilot Project focuses on promoting the health and safety of children by providing training for CalWORKs recipients to become licensed or license-exempt providers in the participating counties. The goals are to enhance the quality of care and to increase capacity for child care in the community, and to provide training opportunities to recipients to assist them in achieving self-sufficiency. The sharing ratio for this program is 0/0/100/0 (Federal/State/Reimbursement/County). The CCDF is the funding source for this project.

The following direct cost PINs are available for PC 904:

- 904031 Contracted Services
- 904088-94 Support Operating Direct Charge Costs

Child Care Capacity Building Program PC 906

With the implementation of CalWORKs, it became necessary to expand the availability of child care statewide with the recruitment of additional licensed child care providers, and to provide quality improvement training for both licensed and license-exempt child care providers. The continuing focus of the Capacity Building Program is on recruitment; providing incentives for participants to become licensed; quality improvement; supportive efforts to improve communications with providers; and ongoing coordination. The sharing ratio for this program is 100/0/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 906:

- 906031 Contracted Services
- 906088-94 Support Operating Direct Charge Costs

NOTE:

Counties are reminded that the provision of child care services payments are to be claimed to one of the following child care codes:

- 453 Stage One Child Care
- 036 Two Parent Families (State Only) Child Care
- 900 Unable to Transfer Stage I to II
- 903 Nonfederal Child Care
- 905 Stage Two Child Care
- 907 Stage Three Child Care

Child Care Health and Safety Self Certification PC 901

License-exempt child care providers must self-certify that they meet the health and safety requirements of the CCDF. The self-certification process is used to gather information from child care providers confirming that they meet the minimum health and safety standards. The CCDF health and safety requirements apply to all child care programs. Aunts, uncles, great aunts, great uncles, grandparents, great-grandparents, and non-resident siblings of the child in care are exempt from these requirements. The sharing ratio for this program is 100/0/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 901:

- 901031 Contracted Services
- 901088-94 Support Operating Direct Charge Costs

Child Care Trustline PC 902

The Trustline system is a registry of license-exempt child care providers who have had their backgrounds checked by the California Department of Justice (DOJ) to ensure they do not have disqualifying criminal convictions and/or records of substantiated child abuse. License-exempt child care providers are required to be Trustline registered in order to be eligible for payment (either directly or through reimbursement to the parent) if they care for the children of a CalWORKs eligible family. Providers who are the aunts, uncles, great aunts, great uncles, grandparents, or great grandparents of the child in care are exempt from the Trustline requirement. The sharing ratio for this program is 100/0/0/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 902:

- 902031 Contracted Services
- 902088-94 Support Operating Direct Charge Costs

Child Care Development Program PC 160

The Child Care and Development Program is a subsidy program for low-income working

families administered by CDE with participating counties via a contract. The funds are available to reimburse the CWD for costs directly related to the provision of services set forth in each county's individual agreement with CDE.

The sharing ratio for this program is 0/0/100/0 (Federal/State/Reimbursement/County).

The following direct cost PINs are available for PC 160:

160018 Child Care Services Payments

160088-94 Support Operating Direct Charge Costs

If you have any questions regarding this CFL, please contact your Fiscal Policy Bureau analyst at (916) 657-3440.

Sincerely,

***Original Document Signed by
MARY JANE ARCHER on 01/31/01***

MARY JANE ARCHER, Chief
Fiscal Systems and Accounting Branch

Attachments

Child Care-CEC Claiming

Title	Program Code	Time Study Code	PIN		Funding Ratio	Funding Source	Quarter	CFL Reference	CFL Reference
Two Parent Families (State Only)	036	0361/D24	036018	Child Care Svc, Pymt Asst	0/100/0/0	SGF	Sep-99	98/99-76	99/00-27 99/00-29
			036082	Child Care Svc, Pymt Non-Asst			Mar-99	98/99-66	
			036031	Contracted Svcs Asst			Dec-99	99/00-44	Final TANF
			036032	Contracted Svcs Non-Asst					
			036088-94	Support Operating Direct Charge Costs					
Stage One Child Care	453	4531/D11	453018	Child Care Svc, Pymt Asst	100/0/0/0	TANF/Single Allocation	Mar-98	97/98-40	97/98-52
			453082	Child Care Svc, Pymt Non-Asst			Jun-99	98/99-66	
			453031	Contracted Svcs Asst			Dec-99	99/00-44	Final TANF
			453032	Contracted Svcs Non-Asst					
			453088-94	Support Operating Direct Charge Costs					
Unable to Transfer Stage I to II	900	9001/D12	900018	Child Care Svc, Pymt Asst	100/0/0/0	TANF/Single Allocation	Mar-98	97/98-40	97/98-52
			900082	Child Care Svc, Pymt Non-Asst			Mar-99	98/99-62	
			900031	Contracted Svcs Asst			Dec-99	99/00-44	Final TANF
			900032	Contracted Svcs Non-Asst			Sep-00	00/01-04	
			900088-94	Support Operating Direct Charge Costs					
Stage Two Child Care	905	9051/D18	905018	Child Care Svc, Pymt Asst	0/0/100/0	CDE/CCDF	Mar-98	97/98-40	97/98-52
			905031	Contracted Svcs Asst					
			905088-94	Support Operating Direct Charge Costs					
Stage Three Child Care	907	9071/D20	907018	Child Care Svc, Pymt Asst	0/0/100/0	CDE/CCDF	Mar-98	97/98-40	97/98-52
			907031	Contracted Svcs Asst					
			907088-94	Support Operating Direct Charge Costs					
Nonfederal Child Care	903	9031/D16	903018	Child Care Svc, Pymt Asst	0/100/0/0	SGF	Mar-98	97/98-40	97/98-52
			903082	Child Care Svc, Pymt Non-Asst			Dec-99	99/00-44	Final TANF
			903031	Contracted Svcs Asst					
			903032	Contracted Svcs Non-Asst					
			903088-94	Support Operating Direct Charge Costs					
Cal-Learn Child Care	909	9091/D13	909018	Child Care Svc, Pymt Asst	100/0/0/0	TANF/Single Allocation	Mar-98	97/98-50	97/98-52
			909082	Child Care Svc, Pymt Non-Asst			Dec-99	99/00-44	Final TANF
			909031	Contracted Svcs Asst					
			909032	Contracted Svcs Non-Asst					
			909088-94	Support Operating Direct Charge Costs					
State Only Cal-Learn Child Care	811	8111/D23	811018	Child Care Svc, Pymt Asst	0/100/0/0	SGF	Jun-99	98/99-66	98/99-79
			811082	Child Care Svc, Pymt Non-Asst			Dec-99	99/00-44	Final TANF
			811031	Contracted Svcs Asst					
			811032	Contracted Svcs Non-Asst					
			811088-94	Support Operating Direct Charge Costs					
Nonfederal Cal-Learn Child Care	912	9121/D22	912018	Child Care Svc, Pymt Asst	0/100/0/0	SGF	Sept-98	98/99-01	98/99-19
			912082	Child Care Svc, Pymt Non-Asst			Dec-99	99/00-44	Final TANF
			912031	Contracted Svcs Asst					
			912032	Contracted Svcs Non-Asst					
			912088-94	Support Operating Direct Charge Costs					
Child Care Pilot Project	904	9041/D17	904031	Contracted Services	0/0/100/0	CDE/CCDF	Mar-98	97/98-40	97/98-52
			904088-94	Support Operating Direct Charge Costs					

Child Care Capacity Building Program	906	9061/D19	906031	Contracted Services	100/0/0/0	TANF/Single Allocation	Mar-98	97/98-50	97/98-52
			906088-94	Support Operating Direct Charge Costs			Sep-98	98/99-19	
Child Care Health/Safety Self Cert	901	9011/D14	901031	Contracted Services	100/0/0/0	TANF/Single Allocation	Mar-98	97/98-40	97/98-52
			901088-94	Support Operating Direct Charge Costs					
Child Care Trustline	902	9021/D15	902031	Contracted Services	100/0/0/0	TANF/Single Allocation	Mar-98	97/98-40	97/98-52
			902088-94	Support Operating Direct Charge Costs					
Child Care Development Program	160	1601/ D21	160018	Child Care Services, Payments	0/0/100/0	CDE/CCDF	Jun-98	97/98-64	97/98-55
			160088-94	Support Operating Direct Charge Costs					

* Funding ratios are listed in the order of Federal/State/Reimbursement/County