



CDSS

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EDMUND G. BROWN JR.
GOVERNOR

March 28, 2016

COUNTY FISCAL LETTER (CFL) NO. 15/16-50

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE FISCAL OFFICERS

SUBJECT: FISCAL YEAR 2014-15 COMMERCIALY SEXUALLY
EXPLOITED CHILDREN PROGRAM ROLLOVER FUNDS
PLANNING ALLOCATION AND REVISED CLAIMING
INSTRUCTIONS

REFERENCES: [WELFARE AND INSTITUTIONS CODE SECTION 16524.7](#)
[COUNTY FISCAL LETTER 14/15-23,](#)
[DATED OCTOBER 1, 2014](#)
[COUNTY FISCAL LETTER 14/15-23E,](#)
[DATED JANUARY 7, 2015](#)
[COUNTY FISCAL LETTER NO. 14/15-25,](#)
[DATED OCTOBER 10, 2014](#)
[COUNTY FISCAL LETTER NO. 14/15-32,](#)
[DATED DECEMBER 1, 2014](#)
[COUNTY FISCAL LETTER NO. 15/16-29,](#)
[DATED OCTOBER 30, 2015](#)
[COUNTY FISCAL LETTER NO. 15/16-41,](#)
[DATED JANUARY 25, 2016](#)

Pursuant to the Budget Act of 2014, this letter provides counties with a planning allocation for \$2.1 million in unspent Fiscal Year (FY) 2014-15 Commercially Sexually Exploited Children (CSEC) Program allocation funds which have been reappropriated to FY 2015-16. The California Department of Social Services will release the final rollover allocation after the FY 2014-15 year-end closeout.

The attachment provides county specific unspent funding for FY 2014-15. In consultation with the County Welfare Directors Association, the unspent funding for FY 2014-15 includes a county specific two percent holdback for anticipated FY 2014-15 supplemental claims. The final FY 2014-15 unspent funding will roll into the FY 2015-16 CSEC program allocation. Counties will have through June 30, 2016, to expend these

funds. For information on the FY 2014-15 allocations, refer to [County Fiscal Letter \(CFL\) No. 14/15-25](#) and [CFL No. 14/15-32](#).

Revised Claiming Instructions

Counties should claim expenditures for training provided to commercially sexually exploited youth and specialized prevention and intervention services and support directly provided to commercially sexually exploited youth to Program Code (PC) 918 - CSEC Youth Training, Services and Support. Updates to the PC Description are bolded below:

PC 918 (CSEC Youth Training, Services **and Support)**

The individual child's case plan shall be the basic guideline for the provisions of the child welfare services. Activities include direct delivery of services to CSEC and youth at risk of being trafficked associated with the CSEC Program. This may also include training foster children to help recognize and avoid commercial sexual exploitation; engaging survivors of commercial sexual exploitation to provide support to county staff who serve children who are victims of commercial sexual exploitation and serve as advocates for and perform outreach and support to children who are victims of commercial sexual exploitation; consulting and coordinating with homeless youth shelters and other service providers who work with children who are disproportionately at risk of, or involved in, commercial sexual exploitation, including but not limited to lesbian, gay, bisexual and transgender youth organizations, regarding outreach and support to children who are victims of commercial sexual exploitation; **and the hiring of trained and specialized county staff to support victims, their caregivers, and the interagency and cross-departmental response pursuant to [Welfare and Institutions Code \(W&IC\) 16524.7\(a\)\(4\)\(D\)](#).**

Additional specialized prevention and intervention services for children of this population can include, but are not limited to:

- Specialized counseling,
- Tattoo removal,
- Seeking and obtaining specialized housing,
- Emergency Housing/Shelter Assistance (for example, vouchers, rental or utility deposits, furniture such as beds, couches, dressers, lighting, refrigerators, and other necessary furniture for the health and safety of CSEC youth and their families),
- Addressing gang affiliation,
- Reproductive health education/healthy relationships education,
- Legal assistance,
- Pregnancy/Parenting Services,

- Financial education training,
- Vocational, life skills and other identified CSEC trainings, and
- Stipends for participating in identified trainings.

Time Study Instructions

Effective the date of this CFL, a Time Study Code (TSC) has been established for PC 918 to allow for social workers that are trained and specialized to work with children who are victims of commercial sexual exploitation to support victims and their caregivers, and to provide case management to support interagency and cross-departmental response pursuant to W&IC 16524.7(a)(4)(D).

Social workers should continue to claim other case management activities to the existing child welfare services PCs as appropriate. Expenses for administrative activities related to development of the interagency protocol and multidisciplinary team should continue to be claimed to PC 920 – CSEC Protocol & Development. Expenses for administrative activities under the Federal Preventing Sex Trafficking and Runaway provisions related to identifying, documenting and determining appropriate services for children and youth who are victims or at risk of sex trafficking, including human trafficking screenings, referrals to services and completing required reports for law enforcement, should continue to be claimed to PC 928 in accordance with [CFL No. 15/16-41](#).

As a reminder, pursuant to W&IC section 16524.7(b), funds for the state CSEC program shall not supplant funds for existing programs.

PC	918	CSEC Youth Training, Services and Support
TSC	9181	CSEC Youth Training, Services and Support

Costs will be funded at 00/100/00/00 (Federal/State/Health/County).

Claiming Instructions

As a reminder, as stated in [CFL No. 14/15-23](#), the CDSS established PC 918 – CSEC Youth Training, Services and Support to capture the direct and Direct-to-Program services and training costs related to children and youth identified as commercially sexually exploited. The following Program Identifier Numbers (PINs) are available for claiming purposes.

PC	918	CSEC Youth Training, Services, and Support
PIN	918031	Contracted Activities
PIN	918068	Direct Costs - Unemployed
PIN	918088-91	Support Operating*
PIN	918092	Casework OT/CTO Costs
PIN	918093	Support Staff – OT/CTO Costs
PIN	918094	Startup/ Nonrecurring Costs
DTP	A73	CSEC Protocol & Development

Costs will be funded at 00/100/00/00 (Federal/State/Health/County).

* The County must have a Letter of Intent on file with CDSS to use Support/Operating PIN codes (88-91).

For further detail on claiming instructions for the state CSEC program, please refer to [CFL No. 14/15-23](#) and [CFL No. 14/15-23E](#). The [CFL No. 15/16-41](#) provides County Welfare Departments and County Probation Departments with claiming instructions for the Federal Sex Trafficking and Runaway Activities.

For program-related questions, please contact the CSEC Program at CSECProgram@dss.ca.gov. Any questions regarding the allocation and/or claiming instructions, please direct them to fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By:

LILIA A. YOUNG, Chief
Financial Management and Contracts Branch

Attachment

**FISCAL YEAR (FY) 2014-15 COMMERCIALY SEXUALLY EXPLOITED CHILDREN (CSEC)
PROGRAM ROLLOVER FUNDS PLANNING ALLOCATION**

COUNTY	FY 2014-15 GENERAL FUND CSEC ROLLOVER ALLOCATION
ALAMEDA	\$0
ALPINE	\$10,331
AMADOR	\$19,682
BUTTE	\$41,764
CALAVERAS	\$20,590
COLUSA	\$19,682
CONTRA COSTA	\$73,509
DEL NORTE	\$19,682
EL DORADO	\$32,200
FRESNO	\$96,282
GLENN	\$19,682
HUMBOLDT	\$38,357
IMPERIAL	\$41,153
INYO	\$10,331
KERN	\$77,169
KINGS	\$41,511
LAKE	\$20,309
LASSEN	\$20,054
LOS ANGELES	\$85,537
MADERA	\$38,682
MARIN	\$11,852
MARIPOSA	\$10,331
MENDOCINO	\$40,873
MERCED	\$20,947
MODOC	\$10,331
MONO	\$10,331
MONTEREY	\$42,633
NAPA	\$35,384
NEVADA	\$38,501
ORANGE	\$56,036
PLACER	\$34,170
PLUMAS	\$9,041
RIVERSIDE	\$31,559
SACRAMENTO	\$56,866
SAN BENITO	\$8,975
SAN BERNARDINO	\$50,573
SAN DIEGO	\$95,409
SAN FRANCISCO	\$93,477
SAN JOAQUIN	\$40,732
SAN LUIS OBISPO	\$32,873
SAN MATEO	\$80,343
SANTA BARBARA	\$41,769
SANTA CLARA	\$80,270
SANTA CRUZ	\$40,745
SHASTA	\$32,568
SIERRA	\$10,273
SISKIYOU	\$19,901
SOLANO	\$42,607
SONOMA	\$5,022
STANISLAUS	\$59,829
SUTTER	\$38,552
TEHAMA	\$21,227
TRINITY	\$10,331
TULARE	\$23,300
TUOLUMNE	\$19,850
VENTURA	\$84,653
YOLO	\$21,330
YUBA	\$37,955
TOTAL	\$2,127,926