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August 18, 2010

TO: All County Welfare Directors
All County Welfare-to-Work Coordinators
All County Fiscal Officers

FROM: Kären Dickerson, Chief
Employment and Eligibility Branch

SUBJECT: **RECENT FEDERAL GUIDANCE REGARDING THE CLOSE OUT OF
THE TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)
EMERGENCY CONTINGENCY FUND (ECF)**

The memorandum is to inform County Welfare Departments of the latest guidance issued by the federal Administration for Children and Families (ACF) on administering TANF ECF. Federal guidance from ACF regarding TANF ECF is available on a Questions and Answers webpage published at:

http://www.acf.hhs.gov/programs/ofa/recovery/tanf-faq.htm#_subsidized

On August 17, 2010, ACF published the question and answer listed below:

Q10: Do all expenditures related to hours worked by subsidized employees on or before September 30, 2010, qualify for reimbursement by the TANF Emergency Fund?

A10: Subject to the availability of funds, the TANF Emergency Fund may reimburse expenditures that result in the provision of benefits or services to recipients on or before September 30, 2010.

In the context of subsidized employment, this means that the TANF Emergency Fund may reimburse subsidized employment that occurs on or before September 30, 2010. A jurisdiction may make payments to reimburse employers or contractors after September 30, 2010; however, it may only receive TANF Emergency Fund reimbursement for expenditures related to the hours worked by subsidized employees on or before September 30, 2010.

Please note that any expenditures related to processing claims for reimbursement (e.g. payments to contractors or employers) that occur after September 30, 2010, do not qualify as expenditures that may be reimbursed by the TANF Emergency Fund because the jurisdiction will not incur the expense

related to this activity until after September 30, 2010. While these expenditures do not qualify for reimbursement by the TANF Emergency Fund, a jurisdiction may use TANF funds, including previously earned TANF emergency funds, to cover these costs.

This guidance allows the counties to claim subsidized employment program expenditures for TANF ECF reimbursement incurred on or before September 30, 2010, in the October through December 2010 quarter.

Costs incurred after September 30, 2010 are not eligible for TANF ECF reimbursement which also includes administrative costs associated with processing claims subsequent to the September 30, 2010 date.

The California Department of Social Services (CDSS) has received inquiries whether this guidance applies to other TANF ECF programs (basic assistance and non-recurrent short-term benefits). CDSS has submitted a request for this clarification to ACF and will notify counties once that clarification has been received.

Please direct any claiming questions to the CDSS Fiscal Systems Bureau electronic mailbox at fiscal.systems@dss.ca.gov.