

January 18, 2023

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 23-06

The California Department of Social Services has determined that data collected on the CA 237 KG and CA 237 KG-F reports is no longer necessary. This All County Letter directs County Welfare Departments that they will not be required to submit these forms after February 2023.



KIM JOHNSON
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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GAVIN NEWSOM
GOVERNOR

January 18, 2023

ALL COUNTY LETTER NO. 23-06

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: SUSPENSION OF KINSHIP GUARDIANSHIP ASSISTANCE
PAYMENT PROGRAM (KIN-GAP) CASELOAD MOVEMENT
REPORTS (CA 237 KG AND CA 237 KG-F)

REFERENCE: [ALL COUNTY LETTER \(ACL\) 01-79, ACL 11-35](#)

The purpose of this ACL is to notify County Welfare Departments (CWDs) to suspend the submission of both the CA 237 KG Kinship Guardian Assistance Payment Program (Kin-GAP) Caseload Movement Report for the State Kin-GAP and the CA 237 KG-F Kin-GAP Program Caseload Movement Report – Federal Only for the Federal Guardianship Assistance Program (Fed-GAP) following the February 2023 report period. The monthly CA 237 KG report collects information about caseload movement in the state Kin-GAP Program, and the CA 237 KG-F is used to collect information about caseload movement of federally eligible children in the federal Kin-GAP program.

The California Department of Social Services has determined that the data elements needed for federal reporting, state budgeting, and program management decisions are captured by the CA 800 reports for both the State Kin-GAP and Federal Fed-GAP programs. Therefore, there is no further need to utilize the CA 237 KG and CA 237 KG-F reports. These reports will be suspended following the February 2023 report period, which counties must submit by March 22nd, 2023.

If you have any questions or need additional guidance regarding the information in this letter, contact the State and Federal Reporting Section at admca237kg@dss.ca.gov.

Sincerely,

Original Document Signed By

RYAN GILLETTE
Deputy Director
Research, Automation, and Data Division