



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

October 11, 2011

ALL COUNTY INFORMATION NOTICE NO. I-69-11

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

TO: COUNTY BOARDS OF SUPERVISORS
COUNTY WELFARE DIRECTORS
CHILD ABUSE PREVENTION COUNCILS
CHILD ABUSE PREVENTION INTERVENTION AND TREATMENT
(CAPIT)/COMMUNITY-BASED CHILD ABUSE PREVENTION
(CBCAP)/PROMOTING SAFE AND STABLE FAMILIES (PSSF)
LIAISONS

SUBJECT: CHILD ABUSE PREVENTION AND TREATMENT ACT (CAPTA)
UPDATE AND THE APPLICATION AND ALLOCATIONS FOR THE
CBCAP

REFERENCE: ALL COUNTY INFORMATION NOTICE NO. I-48-11

The purpose of this letter is to provide update information regarding the CAPTA Reauthorization Act of 2010 and to release the CBCAP application and allocations. In order to support local prevention and early intervention efforts statewide, the California Department of Social Services utilizes this annual application and allocation process for county administered child welfare agencies.

The CBCAP was established by Title II of the CAPTA Amendments of 1996 and was most recently reauthorized in December of 2010 (Public Law 111-320). The CAPTA reauthorization includes the following updates for the CBCAP program:

- 1) Funds can be utilized to target services to homeless families and those at risk of homelessness, unaccompanied homeless youth and adult former victims of child abuse and neglect and domestic violence.
- 2) Funds can be utilized to provide substance abuse treatment services to at risk families.

- 3) Funds can be utilized to involve parents in the planning and program implementation of CBCAP services/programs. Counties shall demonstrate a commitment to involving parents in the planning and program implementation including involvement of parents of children with disabilities, parents who are individuals with disabilities, racial and ethnic minorities, and members of other underrepresented or underserved groups.

The Office of Child Abuse Prevention (OCAP), Annual Report for 2011-2012 will be revised to comply with federal reporting requirements. In particular, the annual report will be expanded to include services and participation rates for homeless families and those at risk of homelessness, homeless youth services and substance abuse treatment services. The OCAP acknowledges that counties may not be currently capturing participant rates for these services and therefore may not be able to provide this information for the 2011-2012 Annual Report. However, these participation rates must be captured and reported for the 2012-2013 Annual Report.

The fact sheet for the CBCAP Program has been updated to include changes based on the CAPTA Reauthorization Act of 2010 as well as provide clarification on existing requirements and can be found at: <http://www.childsworld.ca.gov/PG2287.htm>

Release of the State Fiscal Year (SFY) 2011-2012 CBCAP allocations is pending receipt of the following:

- 1) Annual Report
As described in ACIN I-48-11, the 2010-2011 Annual Report including the narrative template, completion of the CAPIT/CBCAP/PSSF/County Children's Trust Fund (CCTF) surveys and the checklist and signature sheet. All components of the annual report are due to the OCAP **by Friday, October 14, 2011.**
- 2) CBCAP Application and Assurances Form (Attachment A)
The CBCAP Application and Assurance Form for SFY 2011-2012 serves as the county's formal application for CBCAP funds and assures the OCAP that CBCAP funds expended during the SFY will comply with all state and federal requirements. The CBCAP Application and Assurance Form must contain **original signatures in blue ink.** The CBCAP Application and Assurances Form (Attachment A) is due by **Friday, November 4, 2011.**

3) Certification of the CCTF Revenue Form (Attachment B)

The CCTF form for SFY 2010-2011 must be completed and signed by the county's authorized representative. It is essential that the information on the CCTF form reflect complete and accurate information since this information will be utilized to determine SFY 2012-2013 allocations. The CCTF form must contain **original signatures in blue ink**. The Certification of the CCTF Revenue Form (Attachment B) is due by **Friday, November 4, 2011**.

Copies of the CBCAP Application and Assurances and the CCTF forms are attached to this ACIN or may be downloaded from <http://www.cdsscounties.ca.gov>.

The CBCAP allocation (Attachment C) is based in part by the total annual birth certificate fees received by each county and reported to the OCAP on the CCTF Revenue Form for SFY 2009-10. The CBCAP funding methodology is provided in Attachment D. In addition, the CBCAP allocation must be expended during SFY 2011-2012 in accordance with each county's approved OCAP Plan currently in effect.

If you have any questions please contact your OCAP program consultant or e-mail: OCAP-PND@dss.ca.gov.

Sincerely,

Original Document Signed By:

GREGORY E. ROSE
Deputy Director
Children and Family Services Division

Attachments

**COMMUNITY-BASED CHILD ABUSE PREVENTION (CBCAP)
APPLICATION AND ASSURANCES FORM
STATE FISCAL YEAR (SFY) 2011-2012**

APPLICATION AND ASSURANCES FOR _____ COUNTY

The Application and Assurances Form must be received by the Office of Child Abuse Prevention (OCAP) on or before November 4, 2011 and must contain original signatures in blue ink in order to receive CBCAP funds for SFY 2011-2012.

The undersigned acknowledges that the CBCAP Program is not an entitlement program. Submission of this form is an application and assurance that state and federal program requirements will be met. Counties must submit an annual report that meets OCAP requirements and has an approved OCAP plan before the CBCAP allocation is released.

The undersigned agrees to and assures that (1) in accordance with California Welfare and Institutions Code (W&IC) section 18966.1(a)(3)(d), the allocation of CBCAP funds to counties shall be contingent upon assurances that the counties will provide the OCAP all information necessary to meet federal reporting mandates, (2) funds received under this title will supplement, not supplant, other state and local public funds designated for community-based prevention and early intervention programs, (3) program and activities funded under the CBCAP program shall give priority to effective community-based programs serving low-income communities and those serving young parents or parents with young children, (4) demonstrate a commitment to involving parents in the planning and program implementation (5) provide leadership in mobilizing local public and private resources to support the provision of needed child abuse and neglect prevention program and services.

Signature of Authorized County Representative

Date

Print Name

Title

I am a parent who has received Office of Child Abuse Prevention funded services and has provided significant input in the planning, implementation and evaluation of services provided through this grant.

Signature

Date

Print Name

Signature of Child Abuse Prevention Council Representative

Date

Print Name

Title

**CERTIFICATION OF COUNTY CHILDREN'S TRUST FUND (CCTF)
REVENUE FOR STATE FISCAL YEAR 2010-2011
COUNTY _____**

In accordance with Welfare & Institutions Code (W&IC) section 18966, the CCTF shall consist of fees for birth certificates, grants, gifts and bequests. Additionally, W&IC Section 18970 mandates that CCTF commissions designated by the Board of Supervisors shall collect and publish programs and services funded by the CCTF including revenue and expenditure amounts. Report the revenue amounts and expenditures within the CCTF during **State Fiscal Year (SFY) July 1, 2010 through June 30, 2011** below (*Do not include state and/or federal grant monies*):

Category in CCTF	Balance as of June 30, 2010	Amounts Received in 2010/11	2010/11 Expenditures	Balance as of June 30, 2011
Birth Certificates				
Gifts				
Bequests				
Fundraising				
Interest				
Totals				

In accordance with W&IC section 18966.1(a)(1), counties receiving less than twenty thousand dollars (\$20,000) per year in their CCTF from birth certificate fees must use the amount of Community-Based Child Abuse Prevention (CBCAP) funds necessary to bring the trust fund balance up to twenty thousand dollars (\$20,000). The CBCAP funds deposited into the CCTF must adhere to CBCAP requirements. If applicable, report the CBCAP amounts deposited into the CCTF below:

- Total CBCAP funds placed in the CCTF for **SFY 2010/11**: _____
- Total remaining CBCAP funds in the CCTF as of **June 30, 2011**: _____

I, _____, hereby affirm that I am duly authorized to account for the CCTF for the **SFY July 1, 2010 through June 30, 2011**. I affirm that these funds are used only for the broad range of child abuse and neglect prevention activities as mandated by state law (W&IC section 18967). I certify that the information on this form reflects complete and accurate information and recognize that this form will be used by the OCAP to calculate the CBCAP allocation amounts for **SFY 2012/13**.

Signature of Authorized Representative

Telephone Number

Print Name and Title

E-mail

FY 2010/11 CBCAP Allocation
ATTACHMENT C

County	Allocation
Alameda	\$57,746
Alpine	\$30,030
Amador	\$27,610
Butte	\$16,402
Calaveras	\$31,055
Colusa	\$28,574
Contra Costa	\$43,554
Del Norte	\$26,194
El Dorado	\$15,361
Fresno	\$47,332
Glenn	\$29,861
Humboldt	\$13,622
Imperial	\$16,418
Inyo	\$26,323
Kern	\$44,553
Kings	\$16,145
Lake	\$27,814
Lassen	\$26,663
Los Angeles	\$370,624
Madera	\$20,375
Marin	\$17,094
Mariposa	\$29,904
Mendocino	\$13,269
Merced	\$20,951
Modoc	\$29,279
Mono	\$28,873
Monterey	\$26,066
Napa	\$14,765
Nevada	\$21,411
Orange	\$116,069
Placer	\$21,338
Plumas	\$27,706
Riverside	\$93,159
Sacramento	\$59,913
San Benito	\$23,885
San Bernardino	-
San Diego	\$117,161
San Francisco	\$26,036
San Joaquin	\$41,959
San Luis Obispo	\$17,106
San Mateo	\$31,517
Santa Barbara	\$23,956
Santa Clara	\$69,703
Santa Cruz	\$17,611
Shasta	\$15,660
Sierra	\$29,927
Siskiyou	\$25,933
Solano	\$24,391
Sonoma	\$25,786
Stanislaus	\$33,202
Sutter	\$14,039
Tehama	\$24,212
Trinity	\$29,503
Tulare	\$28,943
Tuolumne	\$24,907
Ventura	\$38,485
Yolo	\$16,459
Yuba	\$30,025
Total:	\$2,160,757

**Allocation Methodology for
Community-Based Child Abuse Prevention (CBCAP) Funds
For State Fiscal Year 2011-2012**

BASE ALLOCATION

In accordance with the Welfare and Institutions Code (W&IC) Section 18966.1(a), CBCAP funds are allocated annually as follows:

- (1) Counties receiving less than twenty thousand dollars (\$20,000) for the year in their County Children's Trust Fund (CCTF) from birth certificate fees are granted the difference from CBCAP funds necessary to bring the trust fund up to twenty thousand dollars (\$20,000). The CBCAP funds deposited into the CCTF must adhere to CBCAP requirements.
- (2) The balance remaining after (1) is distributed equally among all the counties, up to ten thousand dollars (\$10,000) per county.
- (3) If CBCAP funds exist after (1) and (2) have been implemented, the remaining CBCAP funds are apportioned by child population percentages of participating counties. This allocation uses current data from the Department of Finance.