

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, CA 95814



October 26, 2007

ALL COUNTY INFORMATION NOTICE I-65-07

**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: ALL COUNTY WELFARE DIRECTORS

SUBJECT: KINSHIP/FOSTER CARE EMERGENCY FUND

REFERENCE: COUNTY FISCAL LETTER (CFL) 07/08-12

This letter is to provide counties with information regarding the Kinship/Foster Care Emergency Fund.

**BACKGROUND**

The purpose of the Kinship/Foster Care Emergency Fund is to enable successful emergency placement of a child with a relative, nonrelative extended family member (NREFM), or foster parent caregiver by removing barriers to such a placement. The fund may also be used to assist in maintaining an existing placement with those caregivers.

Federal policy clarification indicates that a state may claim Title IV-E administrative costs for items that are needed in order to license or approve a foster family home. These costs are closely related to foster family home recruitment, which is an allowable Title IV-E administrative cost under Section 1356.60 of the Code of Federal Regulations. As such, these allowable costs claimed to the Kinship/Foster Care Emergency Fund are eligible for federal financial participation as a Title IV-E administrative cost.

All expenditures of this funding must be allowable for Title IV-E and for one-time needs and not to pay for recurring expenses. (Note: Social services such as short-term counseling are not an allowable Title IV-E cost and as such, may not be claimed to this fund.) A county may serve a relative caregiver, NREFM, or prospective foster parent requiring one-time emergency assistance for expenses not covered by other funding sources such as Specialized Care Incentives and Assistance Program (SCIAP) or the

State clothing allowance.

ALLOCATION AMOUNT

Planning allocation and claiming instructions for Fiscal Year (FY) 07-08 have been issued in County Fiscal Letter (CFL) 07/08-12, available at:  
[www.dss.cahwnet.gov/lettersnotices](http://www.dss.cahwnet.gov/lettersnotices).

REPORTING

All counties that receive Kinship/Foster Care Emergency Funds must submit a report of its FY 2007-2008 Fund activities (see Attachment A) by September 2, 2008. A reminder will be sent to all participating counties prior to the submission deadline.

Please direct questions concerning the use of these funds to the Kinship Care Policy and Support Unit at (916) 657-1858. Questions concerning the allocations or claiming should be directed to [fiscal.systems@dss.ca.gov](mailto:fiscal.systems@dss.ca.gov).

Sincerely,

***Original Document Signed By:***

MARY L. AULT  
Deputy Director  
Children and Family Services Division

Attachment

c: County Welfare Directors Association (CWDA)

**KINSHIP/FOSTER CARE EMERGENCY FUND  
REPORT  
Fiscal Year 2007-2008**

Please provide the following information by September 2, 2008. Completed reports should be mailed to:

California Department of Social Services  
Child and Youth Permanency Branch  
ATTN: Kinship Care Policy and Support Unit  
744 P Street, M.S. 14-66  
Sacramento, California 95814

**REPORTING COUNTY:** \_\_\_\_\_ **COUNTY CONTACT:** \_\_\_\_\_

**TELEPHONE NUMBER** \_\_\_\_\_ **FAX NUMBER** \_\_\_\_\_ **EMAIL ADDRESS:** \_\_\_\_\_

**HOW** were the funds **SPENT**? List **ALL** the reasons for using these funds.

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**NUMBER** of children **PLACED** with a relative, NREFM or prospective foster parent with the assistance of these funds: \_\_\_\_\_

**NUMBER** of children in a relative or NREFM placement **MAINTAINED** with the assistance of these funds: \_\_\_\_\_