# **INSTRUCTIONS FOR THE FORM CA 800 SUMMARY REPORT OF OVERPAYMENTS PRIOR TO 07/01/12 TITLE IV-E FOSTER CARE EFC, ADOPTIONS 18+ AND FED-GAP 18+ FEDERAL SHARE ONLY**

GENERAL INFORMATION

1. Enter county name, month and year of claim in space provided.
2. Enter name and telephone number of county staff person to be contacted if there are any questions regarding the claim.
3. This form is pre-programmed for dollars only; it does not allow cents.

OVERPAYMENTS:

Federal Share of Overpayments COLLECTED and Reported on CA 800 EFC FED or CA 800 18+ FED or FED-GAP 18+ FED and Completed Due Process Prior to 07/01/12

1. Line 1: Enter the Federal share of identified COLLECTED Overpayments that were reported on the “Recoveries of Aid” line on the CA 800 FC (EFC TEMP) FED or the CA 800A (18+ TEMP) FED or the CA 800 FED-GAP (18+ TEMP) FED in the current claiming month. Enter only the collected overpayments that were previously reported as uncollected newly identified overpayments. Be sure to report the amount under the correct aid code.

Federal Share of Uncollected Newly Identified Overpayments Prior to 07/01/12

1. Line 2: Enter the Federal share of uncollected newly identified overpayments that completed due process prior to 07/01/12. This line can also be used for overpayments which have been deemed uncollectible and were previously identified as uncollected overpayments. Enter the uncollectible overpayment amount as a negative entry on Line 2 and a positive entry on the corresponding cell in Line 3. If the amount is later collected, reverse the payments with a negative amount on Line 3 and a positive amount on Line 2. Be sure to report the amount under the correct aid code.

Federal Share of Uncollectible Overpayments Identified Prior to 07/01/12

1. Line 3: For uncollected overpayments identified prior to 07/01/12 which have been deemed uncollectible, enter the Federal share of the uncollectible amount. Be sure to report the amount under the correct aid code.

Summary by Funding

1. Lines 4 through 6 will automatically calculate Federal, County 2011 and County at the appropriate rates.

Total Overpayments

1. Line 7: Total share of overpayment for Federal, County 2011 and County will automatically calculate.