

## **INSTRUCTIONS FOR FORM CA 800 TRIBAL AAP NONFED SUMMARY REPORT OF ASSISTANCE EXPENDITURES**

### **General Information**

1. Enter county name, month and year of the claim in the 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 to round all amounts to the nearest dollar.

### **Current Month**

4. Lines 1 through 5: Enter the amounts shown on the integrated payroll summary. For non-integrated payrolls, enter the grand totals shown for each payroll.
5. Line 6: Subtotal of lines 1 through 5. This amount will calculate automatically.

### **Prior Month Adjustments**

6. Lines 7 through 9: Enter the amounts shown on the integrated payroll summary. For non-integrated payrolls, enter the grand totals shown for each contra-roll.
7. Line 10: Subtotal of lines 7 through 9. This amount will calculate automatically.

### **Prior Month Positives**

8. Line 11: Enter the amounts shown on the separate listing for prior month positive adjustments which were or should have been claimed on a prior month Summary Report.

### **Total**

9. Line 12: Total Aid Payments, current and prior months (lines 6+10+11). This amount will calculate automatically.
10. Line 13: Total state share will calculate automatically.
11. Line 14: Total tribe share will calculate automatically.

### **Persons Count**

12. Line 15: Enter the persons count for the Adoption Assistance program.

### **Summary by Program**

13. Lines 16 through 17: The state and tribe shares will calculate automatically.