

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street Sacramento, California 95814



July 6, 2004

ALL-COUNTY LETTER NO. 04-23

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: KINSHIP/FOSTER CARE EMERGENCY FUND ALLOCATION FOR  
FISCAL YEAR (FY) 2004/2005**REASON FOR THIS TRANSMITTAL**

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

This letter is to provide counties with information regarding allocation of proposed funding of the Kinship/Foster Care Emergency Fund. At this time, the Budget Act contains a \$1,000,000 appropriation to this fund. However, this appropriation may change dependent upon Budget negotiations and as such, may require revision to the allocation for each county. Therefore, the per-county-allocation listed in Attachment A is provided at this time to aid counties in planning their funding related to this allocation. A County Fiscal Letter (CFL) will be issued following release of the FY 2004/2005 Budget Act with additional information about the appropriation and each county's allocation.

**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 by removing barriers to such a placement. The fund may also be used to retain a placement when extenuating circumstances may alter a stable relative or NREFM placement.

Funds are intended to assist a relative in providing care to a relative child. Additionally, funds may be used to assist a prospective NREFM or foster family home applicant in meeting the requirements to provide care to a child. However, these funds may not be used to assist a currently licensed foster family home caregiver in meeting the requirements to continue to provide care to a child.

Counties may use the Kinship/Foster Care Emergency Fund allocation to:

- Remove barriers that prevent the safe placement of a child (e.g., fire or water safety hazards, medication storage, electrical repair, or inadequate living space).
- Defray relocation expenses when necessary to ensure the child's safety or to provide adequate living space.

- Meet a child's special needs when those needs cannot be met through other funding sources (e.g., Specialized Care Incentives and Assistance Program (SCIAP)).
- Make emergency purchase of a major appliance or furniture when necessary to serve the placement of a child.
- Defray utility installation fees.
- Provide short-term crisis counseling to prevent entry/re-entry of a child into the child welfare system.
- Provide temporary childcare to permit adjustment of job and/or home schedules when an emergency placement is made.

All expenditures of this funding are to be for one-time needs and not to pay for recurring expenses. A county may serve a relative caregiver, NREFM, or prospective foster parent requiring emergency assistance for expenses not covered by other funding sources, such as SCIAP or clothing allowance.

#### ALLOCATION METHODOLOGY AND AMOUNT

The per-county allocation was calculated using the most recent Child Welfare Services/Case Management System (CWS/CMS) relative placement data (December 2003). Depending on the number of counties receiving funds from the FY 2004/2005 appropriation, there may be a surplus of funds that will be allocated to augment the proposed funding level for each county. Counties will receive final funding levels via a CFL following adoption of the FY 2004/2005 State Budget. You may refer to CFL No. 00/01-29 for claiming instructions.

Funds will be allocated through the county allocation process. The proposed \$1,000,000 appropriation is proposed to be allocated to a participating county as follows:

- |   |          |
|---|----------|
| • 500 or more children in relative placements                   | \$48,396 |
| • 100 or more but less than 500 children in relative placements | \$16,132 |
| • Less than 100 children in relative placements                 | \$5,000  |

#### HOW TO OBTAIN FUNDS

A county that would like to receive an allocation of the FY 2004/2005 Kinship/Foster Care Emergency Fund, and did not previously receive such funds, must submit a letter of intent by August 1, 2004. A county does not need to submit a letter of intent if it received funds from the FY 2003/2004 appropriation.

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The Letter of Intent must include a description of the assistance that will be provided with the allocated funds and the estimated number of caregivers who will be assisted. The letter must include a statement of agreement that the county will submit a report of services funded by the appropriation. The Letter of Intent should be directed to the address listed below.

A letter of non-participation is required from any county that does not want to receive an allocation from the fund for FY 2004/2005. Please submit this letter to the address listed below by August 1, 2004.

All counties that receive Kinship/Foster Care Emergency Funds must submit a report of its FY 2004/2005 activities (see Attachment B) by August 1, 2005. The report should be mailed to:

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

If you have any questions regarding this letter, please contact Carole Minchew, Kinship Care Policy and Support Unit, at (916) 654-6636.

Sincerely,

*Original signed by*  
*BRUCE WAGSTAFF*

BRUCE WAGSTAFF  
Deputy Director  
Children and Family Services Division

Enclosures

c: CWDA

KINSHIP/FOSTER CARE EMERGENCY FUND  
Preliminary Funding Allocation FY 2004/2005

Attachment A

COUNTY	Children Placed w/Relative Dec '03	Base Allocation in Dollars
Statewide	31,236	1,000,000
Alameda	1,436	48,396
Alpine	0	5,000
Amador	9	5,000
Butte	208	16,132
Calaveras	31	5,000
Colusa	9	5,000
Contra Costa	749	48,396
Del Norte	33	5,000
El Dorado	28	5,000
Fresno	663	48,396
Glenn	22	5,000
Humboldt	53	5,000
Imperial	142	16,132
Inyo	8	5,000
Kern	1,149	48,396
Kings	163	16,132
Lake	36	5,000
Lassen	27	5,000
Los Angeles	12,687	48,396
Madera	44	5,000
Marin	32	5,000
Mariposa	22	5,000
Mendocino	101	16,132
Merced	144	16,132
Modoc*	2	5,000
Mono	6	5,000
Monterey	146	16,132
Napa	42	5,000
Nevada	9	5,000
Orange	1,298	48,396
Placer	109	16,132
Plumas	14	5,000
Riverside	1,713	48,396
Sacramento	1,241	48,396
San Benito	28	5,000
San Bernardino	1,638	48,396
San Diego	2,443	48,396
San Francisco	1,285	48,396
San Joaquin	403	16,132
San Luis Obispo	204	16,132
San Mateo	152	16,132
Santa Barbara	95	5,000
Santa Clara	905	48,396
Santa Cruz	96	5,000
Shasta	147	16,132
Sierra*	3	5,000
Siskiyou	23	5,000
Solano	158	16,132
Sonoma	127	16,132
Stanislaus	150	16,132
Sutter	43	5,000
Tehama	21	5,000
Trinity	10	5,000
Tulare	451	16,132
Tuolumne	39	5,000
Ventura	223	16,132
Yolo	145	16,132
Yuba	52	5,000

\* NOT FUNDED IN FY 2003/2004; must submit Letter of Intent.

**KINSHIP/FOSTER CARE EMERGENCY FUND  
REPORT  
Fiscal Year 2004/2005**

Please provide the following information by August 1, 2005. Completed reports should be mailed to:

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

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

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

(Please provide name and telephone number)

**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:

\_\_\_\_\_

**HOW** were the funds **SPENT**? Briefly describe the 3 most common reasons for using these funds.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_