CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES
P.O. Box 419064, Rancho Cordova, CA 95741-9064

Reason for this Transmittal

[ ] State Law or Regulation Change
[ ] Federal Law or Regulation Change
[ ] Court Order or Settlement Change
[ ] Clarification requested by One or More Counties
[x] Initiated by DCSS

March 5, 2004

LCSA LETTER: 04-06

ALL IV-D DIRECTORS

SUBJECT: STATE FISCAL YEAR 2002/03 EXPENDITURE REPORTING

The purpose of this letter is to remind you that the nine month timeframe for the reporting of administrative expenditures ends March 31, 2004 for costs paid in the April-June 2003 report quarter. On September 24, 2003, the Department of Child Support Services (DCSS) notified several local child support agencies (LCSA) that they had exceeded their final Non-EDP Administrative Allocation for State Fiscal Year (SFY) 2002/03 and would not be reimbursed for expenditures that exceeded the allocation. The letter also indicated that in approximately May 2004, DCSS would do an assessment to determine if any excess expenditures could be reimbursed. Although time remains to report SFY 2002/03 expenditures, it appears that federal financial funds may be available to reimburse LCSAs that have exceeded their allocations, provided the expenditures are allowable for Federal funds under Title IV-D and State requirements, and the County provides the 34 percent match.

It is requested that LCSAs with outstanding allowable Title IV-D expenditures for the April–June 2003 report quarter submit supplemental administrative expense claims prior to March 31, 2004, if not yet submitted. If you have any questions or concerns regarding this matter, please contact Linette Kleinsasser at (916) 464-5086.

Sincerely,

/os/

JAN SHERWOOD
Deputy Director
Administrative Services Division

cc: David Oppenheim, Child Support Directors Association