

CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES

P.O. Box 419064, Rancho Cordova, CA 95741-9064



July 23, 2012

LCSA LETTER: 12-09

ALL IV-D DIRECTORS

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
- Initiated by DCSS

SUBJECT: ALASKA PERMANENT FUND DIVIDEND MATCH

The Department of Child Support Services (DCSS) is again participating in an offset of the Permanent Fund Dividend (PFD) payments distributed to child support obligors who are qualified Alaskan residents.

This letter describes the Alaska PFD process, and the procedures local child support agencies (LCSAs) will need to follow in implementing this offset by the **August 10, 2012 deadline**. The PFD, previously known as the Pipeline Fund, was established by the State of Alaska to disburse excess oil revenues generated by the creation of the Alaska oil pipeline. Under this program, eligible Alaska residents are entitled to an annual dividend payment disbursed between October and November of each year. The dividend amount is calculated using a formula that takes into account the fund's performance over the previous five years. In 2011, \$1,172 was the full amount that eligible Alaska residents were able to receive.

The criteria for Alaska residents to receive 2012 dividends are as follows:

- a. Must have been a resident of Alaska since December 31, 2010.
- b. Must apply for the PFD no later than midnight March 31, 2012.
- c. Cannot have been out of Alaska for more than 180 days during 2011 unless the absence was for one of the acceptable reasons such as military service.
- d. If the absence was for an acceptable reason, must have been in Alaska for 72 consecutive hours during 2010 or 2011.
- e. Must be a U.S. citizen.

DCSS submitted a file to Alaska created from the Intercept Database (IDB) which contains all California non custodial parents (NCPs) owing arrears. Last year Alaska matched 591,688 California child support obligors against 672,237 records in its PFD database. Year to date, the State of California has collected over \$330,000 from this enforcement tool from the 2011 PFD. The Alaska PFD Match Report for 2012 is currently available, and can be accessed from the LCSA Secure Website under IDB Match Reports.

In order to pursue an offset, the LCSA must initiate a Uniform Interstate Family Support Act (UIFSA) action, if one has not already been established, to request Alaska to either enforce a support order or open a Permanent Fund Dividend Only (PFDO) case. Alaska must receive UIFSA Petitions or PFDO requests by August 10, 2012. Please note: Alaska has mandated a minimum offset amount of \$50.00.

If the LCSA has previously submitted a UIFSA action to Alaska requesting full enforcement action against the NCP and Alaska is enforcing, there is no need to submit the request for PFD. Alaska will automatically match all existing UIFSA cases it is enforcing against the 2012 PFD fund, and make an offset when a match occurs. Each LCSA shall be responsible to audit its own case match file and determine if a UIFSA action is necessary.

If Alaska is not currently enforcing against an NCP under a UIFSA Petition and the LCSA desires **only** to offset the PFD, the LCSA must request one of the following UIFSA actions:

- A. If the LCSA has never previously submitted the NCP to Alaska and desires to only offset the PFD, the LCSA must initiate a UIFSA action. In Section I of the Child Support Enforcement Transmittal #1 – Initial Request, check box #11 [Other] and insert “**PFD Only.**” Once Alaska has established the UIFSA case, it will only offset the PFD and close the UIFSA case after offset occurs. This action is necessary because Alaska cannot offset the PFD without an active UIFSA case.
- B. If the LCSA previously submitted the NCP for offset of the PFD only and again desires to submit the NCP for offset of the PFD only, the LCSA must again initiate a UIFSA action and, in Section I of the Child Support Enforcement Transmittal #1 – Initial Request, check box #11 [Other] and insert “**PFD Only.**” Additionally, indicate the previous Alaska PFDO case number from the prior PFDO in the Responding IV-D Case Number field. Alaska will only offset the PFD then close the UIFSA case.

A new form is required each year the PFDO offset is requested. Alaska suggests LCSAs consider initiating full enforcement for specific obligor cases you typically submit as PFDO every year. By doing so, the case would automatically be submitted for PFD offset.

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Please send completed transmittals to:

Child Support Services Division

Attn: PFD Coordinator / MS 20

550 West 7th Avenue, Suite 310

Anchorage, AK 99501-6699

We look forward to working with our LCSA colleagues to increase the financial support for California's children through this annual program.

If you have any questions or concerns regarding this matter, please contact Ernie Yee at (916) 464-6849 or Joni Hamblin at (916) 464-7103.

Sincerely,

/S/

ROBERT JONES
Deputy Director
Operations Division

Enclosures

2012 PERMANENT FUND DIVIDEND (PFD) INTERCEPT

Instructions to Intercept Alaska PFD

1) Required Documents or Information:

- Child Support Enforcement Transmittal #1 with the appropriate areas completed. (See attached example).
- A copy of the **filed** order or judgment; however, **if there was a previously submitted order that is filed, you are not required to resubmit another order unless the order has been modified.**
- The **direct phone number** for the local child support agency case worker.

Note: The **signed** Transmittal #1 with all the appropriate sections completed (see example), a copy of the **filed** order or judgment, and the **direct phone number** of the child support worker is required. Be sure to fill in the amount of the debt and the period of computation. You are only required to provide a certified month-by-month debt calculation if an obligor disputes the debt. Should a dispute arise, you will be contacted by Alaska and asked to provide a certified month-by-month debt calculation. All cases must have an arrears balance of at least \$50 to qualify for this offset. Any requests below \$50 will be returned.

2) Other Important Information:

- **Do not** send a Permanent Fund Dividend Only (PFDO) if Alaska is already enforcing a UIFSA case for you. These cases are intercepted automatically, provided the obligor applied and qualified for a PFD.
- **Send CSENet Transaction and indicate that this is for PFD only.**
- **Do not send a PFDO** request followed by a request for full enforcement. PFDO cases will automatically be closed after the PFD has been intercepted and forwarded to your state. **The LCSA will need to send a CSENet closure if the LCSA sent a CSENet open with closure code; do not use “miscellaneous” as a closure reason.**
- **For every match in the 2012 PFD Match Report, please add a comment in the activity log on CSE whether submitting for offset or not, with an explanation why. (e.g. Alaska enforcing, case closed, credit balance etc.) Use the following entries in the activity log:**
 - *Activity Type > Miscellaneous
 - *Category > Miscellaneous
 - *Subcategory > Other
- States that have previously requested a PFD collection to case be set up (currently a closed Alaska case) are required to send the same information as states requesting a PFD case for the first time. If your state has requested a PFD case previously, be sure to provide the previous Alaska PFD case number on the Transmittal #1. Additionally, if you typically submit specific obligors every year, you may want to consider initiating those cases for full enforcement. By doing so, the case would automatically be submitted for PFD.

3) Timelines:

- The 2012 PFD Match Report is currently posted on the LCSA Secure Website under Intercept Database (IDB) Reports.

- If you match any cases requiring a PFDO Transmittal #1 (cases NOT currently being enforced by Alaska), you may send your requests to Alaska immediately.
- Alaska MUST receive all requests no later Friday, August 10, 2012 to ensure set up and collection of the PFD.

4) **Contacts:**

Send Transmittals to:

**Child Support Services Division
Attn: PFD Coordinator / MS 20
550 West 7th Ave., Ste. 310
Anchorage, AK 99501-6699**

Procedure Questions:

**DCSS Operations Division
Operations Support and Intercept**

**Ernie Yee
Telephone: (916) 464-6849
Email: ernie.yee@dcss.ca.gov**

**Joni Hamblin
Telephone: (916) 464-7103
Email: joni.hamblin@dcss.ca.gov**

CHILD SUPPORT ENFORCEMENT TRANSMITTAL #1 - INITIAL REQUEST

Petitioner
Jane Jane DOE

IV-D Case: [] TANF
[] IV-E Foster Care
[] Medicaid Only
[] Former Assistance
[] Never Assistance

Respondent
John John DOE

Non-IV-D Case: []

EXAMPLE ONLY

File Stamp

To: (Agency Name and Address)

ALASKA CSSD
550 W 7TH AVE STE 310
ANCHORAGE AK 99501
PHONE: (907) 269-6900
FAX : (907) 269-6974

Responding FIPS Code **02020** State **ALASKA**

Responding IV-D Case No.

Responding Tribunal No.

From: (Contact Person, Agency, Address, Phone, Fax, E-mail)
DIV OF CHILD SUPPORT
ATTN: Joe Go
PO BOX 9008
OLYMPIA WA 98507-9008

Initiating FIPS Code 5300000 State WA

Initiating IV-D Case No. 2390012

Payment FIPS Code 5300001 State WA

Send Payments To: (if different from above)

Bank Account Routing Code

State with Continuing Exclusive Jurisdiction (CEJ)

I. Action The Responding Jurisdiction Should Provide All Appropriate Services Including:

(Please Return the Acknowledgment Attached)

- Establishment of Paternity
- Establishment of Order for:
 - Child Support
 - Medical Coverage
 - Spousal Support
 - Other Costs (Use Sec. VII)
 - Support for Prior Judgment
- Enforcement of Responding Jurisdiction
- Modification of Responding Jurisdiction
- Change of Payee/Redirection of Payment

- 6. Registration of Foreign Support Order:
 - Enforcement Only
 - For Modification
 - Modification in Responding Jurisdiction
- Requested by: Obligor State Agency (Requires Sworn Affidavit of Arrears)
- 7. Collection of Arrears
- 8. Income Withholding
- 9. Administrative Review for Federal Tax Offset withholding
- 10. Other: PFD ONLY

II. Case Summary (Background of this Matter: Court/Administrative Actions)

Date of Support Order **06/05/95** State & County Issuing Order **WASHINGTON , KING COUNTY** Tribunal Case No. **95-00023**
Support Amount/Frequency / Date of Last Payment Amount of Arrears **\$2,000** Period of Computation **06/05/1998** thru **06/05/2001**
 Presumed Controlling Order Determined Controlling Order

Date of Support Order State & County Issuing Order Tribunal Case No.
Support Amount/Frequency / Date of Last Payment Amount of Arrears Period of Computation thru
 Presumed Controlling Order Determined Controlling Order

Presumed Controlling Order

CHILD SUPPORT ENFORCEMENT TRANSMITTAL #1- INITIAL REQUEST

Initiating IV-D Case No. [CASEID]

III. Mother Information

Obligor Obligee

Full Name and Aliases
(First, Middle, Last)

Address (Street, City, State, Zip)

Employer/Address (Name, Street, City, State, Zip)

Jane Jane DOE

123 Jane Lane
Janesville WA 99999

Jane's Industries
P.O. Box 1234
Janesville WA 99999

Home Phone (123) 456-7890

[] Address Confirmed [DATE]
Date

[] Employer Confirmed [DATE]
Date

Work Phone [MOTHER
PHONE]

Date/Place of Birth

MOTHER DOB Mother's BIRTHPLACE
Date 01/01/71 Place Janesville WA

Social Security No. 111-00-0001

IV. Father Information

Obligor Obligee

Full Name and Aliases
(First, Middle, Last)

Address (Street, City, State, Zip)

Employer/Address (Name, Street, City, State, Zip)

John John DOE

456 DOE RD
Johnsville AK 12465

JON-JON'S PARTS
P. O. Box 6789
Johnsville AK 12465

Home Phone (907) 269-1000

Address Confirmed 01/01/2004
Date

[] Employer Confirmed [DATE]
Date

Work Phone [FATHER PHONE]

Date/Place of Birth

[FATHER DOB] [FATHER BIRTH PLACE]
Date 02/01/68 Place

Social Security No. 211-00-0002

V. Caretaker

Relationship to Child(ren)

Full Name and Alias
(First, Middle, Last)

Address (Street, City, State, Zip)

Employer/Address (Name, Street, City, State, Zip)

[CTFULLNAME]
[CTALIAS]

[CTADDR1]
[CTADDR2]
[CTADDR3]
[CTADDR4]

[CTEMPNAME]
[CTEMPADDR1]
[CTEMPADDR2]
[CTEMPADDR3]
[CTEMPADDR4]

Home Phone [CTHPHONE]

[CTADDRESS] [CTCITY] [CTSTATE] [CTZIP]

[] Employer Confirmed [DATE]
Date

Work Phone [CTWPHONE]

Date/Place of Birth [DOB]
Date

[CTBIRTHPLACE]
Place

Sex: [SEX] Social Security No. [CT SSN]

VI. Dependent Children Information

Full Name (First, Middle, Last)

Date of Birth

Sex

Social Security No.

State of Residence

Gail Jane DOE

01/02/94

F

666-76-6666

WASHINGTON

VII. Additional Case Information

Nondisclosure Finding Attached

VIII. Attachments (Supporting Documentation)

- Arrears Statement/Payment History
- Uniform Support Petition (3 Copies)
- General Testimony/Affidavit
- Affidavit in Support of Establishing Paternity
- Acknowledgment of Parentage
- Other Documents Relating to Paternity

- Support Order(s)
- Divorce Decree
- Assignment of Rights
- Description of Real/Personal Property
- Photograph of Respondent
- Other Attachments

July 25, 2012

JOE GO

(541) 277-7777

Date Initiating Contact Person (Print or Type) Telephone Number and Extension

(541) 277-1234

E-mail

Signature is required

CHILD SUPPORT ENFORCEMENT TRANSMITTAL #1 - INITIAL REQUEST

EXAMPLE ONLY

Petitioner
Jane Jane DOE

IV-D Case: [] TANF
[] IV-E Foster Care
[] Medicaid Only
[] Former Assistance
[] Never Assistance

Respondent
John John DOE

Non-IV-D Case: []

File Stamp

To: (Agency Name and Address)

DIV OF CHILD SUPPORT
ATTN: Joe Go
PO BOX 9008
OLYMPIA WA 98507-9008

Responding FIPS Code 02020 State Alaska
Responding IV-D Case No.
Responding Tribunal No.

From: (Contact Person, Agency, Address, Phone, Fax, E-mail)

ALASKA CSED
550 W 7TH AVE STE 310
ANCHORAGE AK 99501
PHONE: (907) 269-6900
FAX : (907) 269-6974

Initiating FIPS Code 5300000 State WA

Initiating IV-D Case No. [CASEID]

Initiating Tribunal No.

ACKNOWLEDGMENTS

Return This Form to Initiating State

- Request Received and No Additional Information is Necessary
- Additional Information Needed
 - Arrears Statement/Payment History
 - Uniform Support Petition
 - General Testimony/Affidavit
 - Affidavit in Support of Establishing Paternity
 - Acknowledgment of Parentage
 - Other Documents Relating to Paternity
- Support Order(s)
- Divorce Decree
- Assignment of Rights
- Description of Real/Personal Property
- Photograph of Respondent
- Other (See Remarks)

Remarks/Response

Your Case has been Forwarded for Action to:

Name of Worker

Agency Name

Address, FIPS Code

Phone & Extension

_____ Date

_____ Person Completing Form (Print or Type)

_____ Telephone Number & Extension

Fax: (_____) _____
Fax

E-mail: _____