

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
- Initiated by DCSS

September 22, 2005

LCSA LETTER: 05-16

ALL IV-D DIRECTORS

**SUBJECT: ADMINISTRATIVE ALLOCATION SUPPLEMENT FOR STATE
DISBURSEMENT UNIT IMPLEMENTATION ACTIVITIES**

The purpose of this letter is to provide local child support agencies (LCSAs) with a supplemental funding allocation for additional State Disbursement Unit (SDU) implementation activities in State Fiscal Year (SFY) 2005/06. This allocation is intended to supplement the funding for existing collections/SDU staff currently included in the LCSA administrative allocation. This allocation will be combined with the existing Administrative Allocation, and administrative costs will be controlled to the revised allocation amount (see attachment).

The SFY 2005/06 Budget Act includes \$2.2 million in one-time supplemental funding for SDU implementation workload in LCSAs. With the implementation of the SDU, LCSAs will need to perform outreach activities and manage transition created workload, such as misdirected payments, customer services calls, and trust fund reconciliation. This allocation is also intended to cover SDU travel expenses incurred by the LCSA.

The \$2.2 million has been allocated to all LCSAs by the Department of Child Support Services (DCSS) using the following methodology. For outreach activities, the number of cases with collections¹ were multiplied by two (one mailing to the non-custodial parent and one mailing to the custodial parent) then multiplied by \$.53 (the cost of one mailing). A total of \$838,567 has been allocated to cover each LCSAs' preconversion outreach mailings. The remaining \$1,361,423 was allocated to LCSAs based on each LCSAs' percent to total of the statewide number of cases with collections.

¹ Source: FFY 2004 CS 34 and CS 157 Cases with a Collection

DCSS will be modifying the Administrative Expense Claim (AEC) CS 356 to capture actual SDU costs and will send a separate letter with claiming instructions to the LCSAs. SDU costs incurred and claimed prior to the modification of the AEC CS 356 should be claimed as administrative expenses.

If you have any questions or concerns regarding this matter, please contact your County Allocations and Claims Policy Analyst or Cindi Pocoroba, Supervisor, County Allocations and Claims Policy Unit at (916) 464-5086.

Sincerely,

o/s/OLIVIA CORTEZ

OLIVIA CORTEZ
Deputy Director
Administrative Services Division

cc: Dave Oppenheim, Child Support Directors Association

Attachment

SDU Supplemental Allocation

LCSA Name	SFY 2005/06 Total Non-EDP Final Administrative Allocation	Mailing of Initial Letters to NCPs and CPs in the Caseload with Collections	Funds for Other SDU Related Activities	Revised Administrative Allocation for 2005/06
Statewide Total	\$ 709,584,163	\$ 838,569	\$ 1,361,431	711,784,163
Alameda	25,338,127	32,273	52,395	25,422,795
Butte	8,724,993	8,884	14,423	8,748,300
Central Sierra	2,828,936	2,802	4,548	2,836,286
Colusa	696,316	747	1,213	698,276
Contra Costa	18,230,381	18,355	29,800	18,278,536
Del Norte	2,202,344	1,837	2,982	2,207,163
Eastern Sierra	1,392,046	1,340	2,175	1,395,561
El Dorado	4,663,793	5,741	9,321	4,678,855
Fresno	21,119,597	37,622	61,079	21,218,298
Glenn	812,132	1,299	2,108	815,539
Humboldt	5,033,689	5,659	9,188	5,048,536
Imperial	3,583,013	6,056	9,832	3,598,901
Kern	21,348,573	27,867	45,243	21,421,683
Kings	4,091,067	5,961	9,679	4,106,707
Lake	2,591,289	2,850	4,628	2,598,767
Lassen	1,025,739	1,408	2,285	1,029,432
Los Angeles	142,238,515	161,970	262,963	142,663,448
Madera	2,741,196	4,691	7,615	2,753,502
Marin	3,654,105	2,864	4,650	3,661,619
Mariposa	667,616	756	1,227	669,599
Mendocino	3,000,546	3,599	5,843	3,009,988
Merced	9,335,076	11,140	18,085	9,364,301
Monterey	10,692,306	11,983	19,455	10,723,744
Napa	3,990,326	3,526	5,724	3,999,576
Orange	53,144,905	50,663	82,252	53,277,820
Placer	6,037,101	6,460	10,487	6,054,048
Plumas	831,761	1,059	1,719	834,539
Riverside	33,582,526	48,776	79,189	33,710,491
Sacramento	31,421,345	38,814	63,015	31,523,174
San Bernardino	37,680,200	51,397	83,445	37,815,042
San Diego	45,072,373	62,417	101,335	45,236,125
San Francisco	11,914,553	13,481	21,887	11,949,921
San Joaquin	14,319,958	19,368	31,445	14,370,771
San Luis Obispo	4,372,420	5,922	9,615	4,387,957
San Mateo	10,735,821	9,426	15,303	10,760,550
Santa Barbara	8,836,699	10,302	16,726	8,863,727
Santa Clara	35,503,036	33,342	54,132	35,590,510
Santa Cruz/San Benito	8,461,036	7,099	11,525	8,479,660
Shasta	7,182,376	10,303	16,727	7,209,406
Sierra-Nevada	4,046,411	2,672	4,338	4,053,421
Siskiyou/Modoc	3,597,052	3,538	5,744	3,606,334
Solano	11,800,220	13,921	22,601	11,836,742
Sonoma	14,411,603	12,078	19,608	14,443,289
Stanislaus	14,624,130	18,000	29,223	14,671,353
Sutter	2,913,906	3,914	6,354	2,924,174
Tehama	1,785,265	3,150	5,115	1,793,530
Trinity	637,025	722	1,172	638,919
Tulare	15,259,188	19,606	31,830	15,310,624
Tuolumne	2,000,145	2,333	3,788	2,006,266
Ventura	19,853,835	19,580	31,789	19,905,204
Yolo	5,692,807	5,846	9,491	5,708,144
Yuba	3,864,745	3,150	5,115	3,873,010