


☐ CalSAWS M&E☒ CalWIN Migration

Distribution Date:	August 2, 2023
To:	Fiscal.Admin.Mgmt.18; Fiscal.Admin.Mgmt.San Bernardino CC: PPOC.18; PPOC.San Bernardino; Consortium.RegionalManagers.R1; Consortium.RegionalManagers.R2; Consortium.RegionalManagers.R4; Consortium.RegionalManagers.R5; PMO.Fiscal@CalSAWS.org; MurphyH@CalSAWS.org; UppalG@CalSAWS.org; CarlsonB@CalSAWS.org; BerhelT@CalSAWS.org; GatesM@CalSAWS.org; DrohanS@CalSAWS.org; WeinmeisterT@CalSAWS.org; SAWSFiscal@osi.ca.gov
CIT Name:	CalWIN M&O County Claim Form SFY 2023-24
From:	CalSAWS PMO Fiscal

PPOCs, please forward to the appropriate impacted staff in your county:

- | | |
|---|---|
| <input type="checkbox"/> General
<input type="checkbox"/> Policy
<input type="checkbox"/> CW
<input type="checkbox"/> CF
<input type="checkbox"/> MC
<input type="checkbox"/> CMSP
<input type="checkbox"/> FC/KG/AAP
<input type="checkbox"/> Child Care
<input type="checkbox"/> WtW
<input type="checkbox"/> Other Program(s) _____
<input type="checkbox"/> BenefitsCal <input type="checkbox"/> MyBCW
<input type="checkbox"/> Customer Correspondence
<input checked="" type="checkbox"/> Other - <u>County Budget Personnel/Claims</u> | <input type="checkbox"/> Reports
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Caseload Movement
<input type="checkbox"/> Management
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Security
<input type="checkbox"/> Batch and Interfaces
<input type="checkbox"/> Imaging
<input type="checkbox"/> Migration
<input type="checkbox"/> Conversion
<input type="checkbox"/> Technical
<input type="checkbox"/> Training
<input type="checkbox"/> Help Desk |
|---|---|

Description: (Including any step-by-step instructions)	<p>Purpose (Identify what Counties this CIT affects)</p> <p>The purpose of this CIT is to provide the CalWIN M&O State Fiscal Year (SFY) 2023-24 claim form and instructions for claiming CalWIN M&O related expenditures starting with the July 2023 claim cycle.</p> <p>Background</p> <p>Beginning with the July 2023 claim cycle, CalWIN and San Bernardino counties will utilize the attached claim form to claim monthly costs for CalWIN M&O.</p> <p>Additional Information</p> <p>The claim form is the Excel workbook that includes the Claim and CAP worksheets which are to be recycled and used every month to claim county costs. The Instructions document is also attached for reference. NOTE: The claim form's format has been sectioned into parts as outlined below. Only Part 1 is applicable</p>
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	<p>to CalWIN counties (Exception: Parts 1 and 2 are applicable to Orange County in alignment with their allocations).</p> <ul style="list-style-type: none"> • Part 1 - CalWIN Maintenance and Operations – County • Part 2 - CalWIN Maintenance and Operations – Consortium • Part 3 - CalHEERS M&O (Non-Application Maintenance) • Part 4 - CalHEERS M&O (Application Maintenance) • Part 5 - CalHEERS CSCN Expansion <p>The updated form will be reviewed in more detail during the <i>1st Quarter SFY 2023-24 CalSAWS Fiscal Conference Call</i> on August 17th.</p> <p>County Action</p> <p>Counties are to claim CalWIN M&O related expenditures using the attached claim form. Counties are to complete the county name/number, claim month, contact information and costs starting with the July 2023 claim cycle.</p> <p>Key Points</p> <ul style="list-style-type: none"> • Please submit claims no later than the 20th of the month following the month your county paid the costs. • Please consult and track your county's allocation amounts to determine which line-items are applicable to your county for claiming. • Please submit your Excel file, PDF of signed and dated Claim with Cost Allocation Plan (CAP), and supporting documents attached as three (3) separate files in one email to: <p>OSI - SAWSFiscal@osi.ca.gov CDSS - SAWS.CountyClaims@dss.ca.gov CalSAWS Project - PMO.Fiscal@CalSAWS.org</p> <p>If you have questions on this CIT, please reach out to the Primary Contact listed below and cc your Regional Managers.</p>
Primary Project Contact: (Name and email address)	<p>Stacey Drohan (916) 846-7332 PMO.Fiscal@CalSAWS.org</p>
Backup Project Contact: (Name and email address)	<p>Tracy Berhel (916) 846-7304 PMO.Fiscal@CalSAWS.org</p>
Attachments:	<p>CalWIN MO Claim CAP SFY 2023-24 Effective July 2023 Final.xlsx CalWIN MO Claiming Instructions SFY 2023-24 Effective July 2023.docx</p>
Web Portal Link:	<p></p> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"> 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2023" folder.

	4. Click on the appropriate CIT # folder.
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