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| CIT Name          | Revised CalSAWS County Claim Form for SFY 2024-25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Distribution Date | October 29, 2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| To                | <div>Fiscal.Admin.Mgmt.Alameda; Fiscal.Admin.Mgmt.Butte; Fiscal.Admin.Mgmt.Contra Costa; Fiscal.Admin.Mgmt.Fresno; Fiscal.Admin.Mgmt.Los Angeles; Fiscal.Admin.Mgmt.Monterey; Fiscal.Admin.Mgmt.Orange; Fiscal.Admin.Mgmt.Placer; Fiscal.Admin.Mgmt.Riverside; Fiscal.Admin.Mgmt.Sacramento; Fiscal.Admin.Mgmt.San Bernardino; Fiscal.Admin.Mgmt.San Diego; Fiscal.Admin.Mgmt.San Francisco; Fiscal.Admin.Mgmt.San Luis Obispo; Fiscal.Admin.Mgmt.San Mateo; Fiscal.Admin.Mgmt.Santa Barbara; Fiscal.Admin.Mgmt.Santa Clara; Fiscal.Admin.Mgmt.Santa Cruz; Fiscal.Admin.Mgmt.Solano; Fiscal.Admin.Mgmt.Sonoma; Fiscal.Admin.Mgmt.Stanislaus; Fiscal.Admin.Mgmt.Tulare; Fiscal.Admin.Mgmt.Ventura; Fiscal.Admin.Mgmt.Yolo;</div> <div>CC: PPOC.Alameda; PPOC.Butte; PPOC.Contra Costa; PPOC.Fresno; PPOC.Los Angeles; PPOC.Monterey; PPOC.Orange; PPOC.Placer; PPOC.Riverside; PPOC.Sacramento; PPOC.San Bernardino; PPOC.San Diego; PPOC.San Francisco; PPOC.San Luis Obispo; PPOC.San Mateo; PPOC.Santa Barbara; PPOC.Santa Clara; PPOC.Santa Cruz; PPOC.Solano; PPOC.Sonoma; PPOC.Stanislaus; PPOC.Tulare; PPOC.Ventura; PPOC.Yolo; Consortium.RegionalManagers.R1; Consortium.RegionalManagers.R2; Consortium.RegionalManagers.R3; Consortium.RegionalManagers.R4; Consortium.RegionalManagers.R5; Consortium.RegionalManagers.R6; PMO.Fiscal; <a href="mailto:SAWSFiscal@otsi.ca.gov">SAWSFiscal@otsi.ca.gov</a>; Holly Murphy; Girish Uppal; Britt Carlsen; Melissa Gates; Tracy Berhel; Chia Thao; Fue Kue</div> |

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

☐ General

☐ Policy

☐ CW

☐ CF

☐ MC

☐ CMSP

☐ FC/KG/AAP

☐ Child Care

☐ WtW

☐ Other Program(s)\_\_\_\_\_

☐ BenefitsCal

☐ Customer Correspondence

☐ OCAT

☒ Other County Budget Personnel/Claims

☐ Reports

☐ Fiscal

☐ Caseload Movement

☐ Management

☐ Fiscal

☐ Security

☐ Batch and Interfaces

☐ Imaging

☐ Migration

☐ Conversion

☐ Technical

☐ Training

☐ Help Desk

|             |                                                                                                                                                                                                                                                                                                 |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description | <div><b>Purpose</b></div> <div>The purpose of this CIT is to provide the REVISED CalSAWS County Claim Form for State Fiscal Year (SFY) 2024-25 for claiming CalSAWS related expenditures effective October 1, 2024. Please replace the prior version of the Claim Form with the attached.</div> |
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|                         | <p><b>Background</b></p> <p>As of October 2024, the State has issued updated percentages to the CalHEERS share on the Cost Allocation Plan (CAP) for the new Federal Fiscal Year (FFY). Although this change will only directly affect San Bernardino County, it is required that all counties start using this new claim form for consistency and alignment with State systems starting with the October claiming period.</p> <p><b>Additional Information</b></p> <ul style="list-style-type: none"><li>• Adjustments made prior to October 2024 will need to be made on the original claim form</li><li>• Please submit claims on or prior to the 20th of the month following the month your county paid the costs</li><li>• Please read the attached claiming instructions for details on the claim submission process</li></ul> <p>If you have any questions about the content of this CIT, please contact <a href="mailto:PMO.Fiscal@CalSAWS.org">PMO.Fiscal@CalSAWS.org</a> or the Primary Project Contact identified below.</p> <p><b>County Actions</b></p> <ol style="list-style-type: none"><li>1. Counties must use the new claim form effective October 1, 2024</li></ol> |
| Primary Project Contact | Britt Carlsen<br><a href="mailto:CarlsenB@calsaws.org">CarlsenB@calsaws.org</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Backup Project Contact  | Tracy Berhel<br><a href="mailto:BerhelT@calsaws.org">BerhelT@calsaws.org</a>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Attachments             | CIT 0167-24 CalSAWS Claim Form and CAP for SFY 2024-25 Effective October 2024 Final.xlsx<br>CIT 0167-24 CalSAWS Claiming Instructions for SFY 2024-25 Effective July 2024 Final.docx                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| Web Portal Link         | <br><br>OR<br><br>You may also retrieve the CIT document and attachments by following these steps: <ol style="list-style-type: none"><li>2. Click on the CRFIs &amp; CITs link at the top of the page.</li><li>3. Click on the "CalSAWS Information Transmittal (CIT)" folder.</li><li>4. Click on the "2024" folder.</li><li>5. Click on the appropriate CIT # folder.</li></ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |