

CIT Name	Revised CalSAWS Project County Claim Form for SFY 2025-26
Distribution Date	October 30, 2025
To	Fiscal.Admin.Mgmt.Alameda; Fiscal.Admin.Mgmt.Butte; Fiscal.Admin.Mgmt.Contra Costa; Fiscal.Admin.Mgmt.Fresno; Fiscal.Admin.Mgmt.Glenn; Fiscal.Admin.Mgmt.Humboldt; Fiscal.Admin.Mgmt.Kern; Fiscal.Admin.Mgmt.Los Angeles; Fiscal.Admin.Mgmt.Merced; Fiscal.Admin.Mgmt.Monterey; Fiscal.Admin.Mgmt.Napa; 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 Joaquin; 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 CC: PPOC.Alameda; PPOC.Butte; PPOC.Contra Costa; PPOC.Fresno; PPOC.Glenn; PPOC.Humboldt; PPOC.Kern; PPOC.Los Angeles; PPOC.Merced; PPOC.Monterey; PPOC.Napa; PPOC.Orange; PPOC.Placer; PPOC.Riverside; PPOC.Sacramento; PPOC.San Bernardino; PPOC.San Diego; PPOC.San Francisco; PPOC.San Joaquin; 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; SAWSFiscal@otsi.ca.gov Holly Murphy; Girish Uppal; Britt Carlsen; Tracy Berhel; Melissa Gates; Chia Thao; Fue Kue

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

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

Description	Purpose The purpose of this CIT is to provide the REVISED CalSAWS County Claim Form for State Fiscal Year (SFY) 2025-26 for claiming CalSAWS related expenditures effective October 1, 2025. Please replace the prior version of the CalSAWS County Claim Form with the attached. Background As of October 2025, the State has issued updated percentages to the CalHEERS share on the Cost Allocation Plan (CAP) for the new Federal Fiscal Year (FFY). Additionally, a new CAP block was added for Maintenance and Operations (Legal). Although these changes 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. Additional Information • Adjustments made prior to October 2025 will need to be made on the original claim form • Please submit claims on or prior to the 20th of the month following the month your county paid the costs • Please read the attached claiming instructions for details on the claim submission process If you have questions on this CIT, please contact PMO.Fiscal@CalSAWS.org or the Primary Project Contact and cc your Regional Managers. County Actions 1. Counties must use the new claim form effective October 1, 2025
Primary Project Contact	Britt Carlsen CarlsenB@calsaws.org
Backup Project Contact	Tracy Berhel BerhelT@calsaws.org
Attachments	CIT 0133-25 CalSAWS Project County Claim Form and CAP for SFY 2025-26 Effective October 2025 Final.xlsx CIT 0133-25 CalSAWS Project County Claiming Instructions for SFY 2025-26 Effective July 2025 Final.docx
Web Portal Link	 OR You may also retrieve the CIT document and attachments by following these steps: 2. Click on the CRFIs & CITs link at the top of the page. 3. Click on the "CalSAWS Information Transmittal (CIT)" folder. 4. Click on the "2025" folder. 5. Click on the appropriate CIT # folder.