

Distribution Date	August 7, 2026
To	PPOC.ALL, Committee.FosterCare.All
CC	Consortium.RegionalManagers.All; Consortium.SectionDirectors;
CIT Name	CA-48379 Automate the Mailing of the AAP 3 Interim Process

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

- | | |
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Description

Purpose

The purpose of this CIT is to provide Counties with a temporary interim process until System automation is available.

Background

The counties have requested unique BRM addresses that extend beyond the existing system infrastructure and require the development of a new solution to support this change.

In response to county concerns and requests to opt out of the AAP mailing automation due to the removal of the BRM envelope, CalSAWS will implement SCR CA-48379 with the automation functionality disabled until the BRM can be incorporated through SCR CA-294680. This approach will prevent additional delays while the BRM functionality is developed and integrated.

	Additional Information SCR CA-294680 is currently pending implementation. A revised CalSAWS Request for Information (CRFI) incorporating CDSS guidance regarding the BRM addresses is currently being developed. County Actions 1. Counties will continue to manually generate the AAP 3 until SCR CA-294680 is implemented (release TBD). 2. Copy your Regional Manager(s) on any questions you send to the Primary or Backup Project Contact.
Primary Project Contact	Cindy Coggins CogginsC@CalSAWS.org
Backup Project Contact	Michelle Ramos RamosMR@CalSAWS.org
Attachments	None
Communication Portal Link	[REDACTED] OR You may also retrieve the CIT document and attachments by following these steps: 1. Hover over the Communications & Resources tab at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2026" folder. 4. Click on the appropriate CIT # folder.