



CDSS

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DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES

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EDMUND G. BROWN JR.
GOVERNOR

October 18, 2016

FOSTER CARE AUDITS AND RATES LETTER NO. 2016-02

**TO: ALL TRANSITIONAL HOUSING PROGRAM PLUS FOSTER CARE PROVIDERS
ALL GROUP HOME PROVIDERS
ALL COMMUNITY TREATMENT FACILITY PROVIDERS
ALL FOSTER FAMILY AGENCIES
ALL REGIONAL CENTER GROUP HOMES
ALL REGIONAL CENTER FOSTER FAMILY AGENCIES
ALL COUNTY WELFARE DIRECTORS
ALL CHIEF PROBATION OFFICERS
ALL COUNTY MENTAL HEALTH DIRECTORS**

SUBJECT: TRANSITIONAL HOUSING PROGRAM PLUS FOSTER CARE (THP+FC) COST AND REVENUE DATA REPORTING FORMS

Enclosed are THP+FC program cost and revenue data reporting forms, instructions, and key cost item definitions. The purpose of the forms are to collect actual allowable and reasonable costs and revenue data for the THP+FC program operated by a non-profit organization (NPO) that receives Title IV-E, Aid to Families with Dependent Children-Foster Care (AFDC-FC) funds to operate a foster care THP+FC program.

In accordance with section 11466.21 of the Welfare and Institutions Code (WIC) as amended by Assembly Bill (AB) 403 (Chapter 773, Statutes of 2015) and AB 1997 (Chapter 612, Statutes of 2016), and the California Department of Social Services' (CDSS) Manual of Policies and Procedures (MPP) section 11-405.21, as a condition to receive a AFDC-FC rate for a program including but not limited to, a group home, a foster family agency, a short-term residential therapeutic program, and other similar business entities providing foster care (Foster Care Providers) shall submit a Financial Audit Report (FAR) and audited cost data to the department. Therefore, the CDSS is requiring THP+FC providers to submit annually an acceptable FAR and audited cost and revenue data forms, Form FC 1A and FC 1B.

The data reported in the cost and revenue reports must be consistent with the corporation's calendar year audit period, as specified in MPP section 11-405.215 and may be reported together with the audit of all the programs and activities of the corporation or reported separately and referenced as an attachment.

Total Program Cost and Revenue Reports, Forms FC 1A & 1B (10/16) can be downloaded using the following links:

<http://www.cdss.ca.gov/cdssweb/entres/forms/English/FC1A.pdf>

<http://www.cdss.ca.gov/cdssweb/entres/forms/English/FC1B.pdf>

The certification of audited cost data can be a statement by the Certified Public Accountant (CPA) or by completing Form SR 10 (2/06), Certification of Audited Cost Data, which is signed by the CPA. You can obtain Form SR 10 by using the following link: <http://www.cdss.ca.gov/Forms/English/sr10.pdf>

Please feel free to contact the Program and Financial Audit Bureau (PFAB) audit staff at (916) 653-1802 regarding any questions related to the THP+FC cost and revenue reporting forms for further clarification of the information provided or to obtain additional information.

Sincerely,

(ORIGINAL SIGNED BY)

CHERYL TREADWELL, Chief
Foster Care Audits and Rates Branch
Children and Family Services Division

Enclosure

c: California Alliance of Child and Family Services
Community Residential Care Association of California
California Welfare Directors Association
Chief Probation Officers of California