

August 11, 2025

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

COUNTY FISCAL LETTER NO. 25/26-03

This letter provides revised claiming instructions for the Family First Transition Act (FFTA) Transition Grant funding.



JENNIFER TROIA
DIRECTOR

CALIFORNIA HEALTH & HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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GAVIN NEWSOM
GOVERNOR

August 11, 2025

COUNTY FISCAL LETTER (CFL) NO. 25/26-03

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE FISCAL OFFICERS
ALL CHILD WELFARE SERVICES PROGRAM MANAGERS

SUBJECT: FAMILY FIRST TRANSITION ACT (FFTA) GRANT CLAIMING
UPDATE

REFERENCE: [Family First Prevention Services Act \(FFPSA\)](#);
[Public Law \(PL\) 116-94](#); [All County Letter \(ACL\) 23-41](#), [ACL 24-90](#);
[CFL 21/22-109](#)

PURPOSE

This letter informs County Welfare Departments (CWDs) of revised adjustment claim claiming instructions for the funding provided to California by the Family First Transition Act (FFTA) Transition Grant funds. Original claiming instructions for this funding are not changing and can be found in [CFL 21/22-109](#). Program implementation guidance regarding these funds was communicated to the counties through [ACL 23-41](#).

BACKGROUND

On December 20, 2019, the federal government enacted [PL 116-94](#), including the FFTA, which provides one-time flexible funding to both states and tribes to assist with the implementation of [FFPSA](#). This allows states to move forward with the implementation of FFPSA without financial shortfall during the transitions. The Transition Grant was made available to all counties and tribes with a Title IV-E agreement with the state.

CDSS has discovered that while prior guidance ([ACL 24-90](#)) was issued notifying CWDs that the end of Federal Fiscal Year 2025 is the deadline to use Transition Grant

funds, guidance was not issued informing CWDs that additional information related to adjustment claims would need to be acquired prior to September 30, 2025.

CLAIMING DEADLINES

To allow CWDs to process adjustment claims in this situation, this letter provides instructions to CWDs to complete a newly developed Notification of Intent to Submit Future Adjustment Claim form, found in Attachment I of the CFL.

CWDs should process the September 2025 quarter (due October 31, 2025) and September 2024 Adjustment quarter (due September 30, 2025) utilizing the current claiming process in CECRIS. Additionally, the September 2025 quarter will only allow for original quarter claims, and CWDs will not be allowed to submit associated Adjustment claims for FFTA funds due to the expiration of federal funds.

To allow CWDs to receive funds related to adjustments made for the December 2024, March 2025, and June 2025 quarters, CDSS has developed the attached Notice of Intent to Submit Adjustment Claim Form (Attachment I). By submitting Attachment I no later than September 30, 2025, CWDs can ensure that funds identified on the Intent to Submit Adjustment Claim Form will be reserved for Adjustment claims, and that those CWDs who have submitted the notice can process Adjustment Claims for the December 2024, March 2025, and June 2025 quarters utilizing the normal Adjustment claim process in CECRIS.

Based on the anticipated adjustments provided by CWDs, CDSS will then be able to determine the amount to reserve to process the adjustment claims.

All CWDs desiring to submit a Notification of Intent to Submit Adjustment Form must do so by submitting a completed copy of Attachment I to the Accounting Systems and Reporting Bureau at cec@dss.ca.gov with "FFTA Transition Grant Funds Adjustment" in the subject line by no later than September 30, 2025.

CWDs will then claim these costs officially using the current adjustment claim process for the December 2024, March 2025, and June 2025 quarters and the identified adjustment amount (as submitted on Attachment I) will be reimbursed to counties during the normal adjustment claim process.

Please note, CWDs should to the best of their abilities estimate these adjustment claims as precisely as possible to ensure that the appropriate level of funding is reserved. Additionally, CWDs that underestimate the amount of FFTA funds that need to be reserved may be responsible for covering the additional costs out of county only funds.

CONTACT INFORMATION

For program-related questions, please contact the Family Centered Services and Support Bureau at (916) 651-6160 or by email at ffpsapreventionservices@dss.ca.gov. Fiscal questions regarding this should be directed to fiscal.systems@dss.ca.gov.

Sincerely,

Original Document Signed By

NATHAN HART, Chief
Financial Management Branch
Finance and Accounting Division

Attachment

**CALIFORNIA DEPARTMENT OF SOCIAL SERVICES (CDSS)
FAMILY FIRST TRANSITION ACT (FFTA) TRANSITION GRANT
NOTIFICATION OF INTENT TO SUBMIT FUTURE ADJUSTMENT CLAIM**

COUNTY SECTION: Counties intending to submit FFTA adjustments for the December 2024, March 2025, or June 2025 quarters must complete and submit this Notification of Intent to Submit Future Adjustment Claim to the cec@dss.ca.gov inbox by no later than September 30, 2025. See County Fiscal Letter 25/26-03 for additional guidance.

Instructions:

1. Complete all fields below, including inputting all anticipated adjustment costs related to the FFTA Transition Grant by quarter.
2. Submit the completed form, by September 30, 2025, via email to cec@dss.ca.gov with the subject line: "FFTA Transition Grant Funds Adjustment."
3. Submit corresponding adjustment claims in the regular process in the appropriate quarter providing the adjustment amounts below. Please note, additional adjustment amounts beyond what is listed below will not be available.

County Name: _____

County Contact: _____
Name Title

County Address: _____
Street City Zip

Contact Telephone : (____) _____ Contact Email: _____

Adjustment Quarter	December 2024	March 2025	June 2025
Program Code	0798	0798	0798
Original Claim Amount	\$	\$	\$
Adjustment Claim Adjustment Amount	\$	\$	\$
Total Amount Per Quarter	\$	\$	\$
Total Adjustment Amount for All Adjustment Quarters			\$