

November 24, 2021

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY LETTER NO. 21-144**

The purpose of this All County Letter (ACL) is to inform county child welfare agencies, tribes with a Title IV-E agreement with the State, and prevention partners of the Community-Based Child Abuse Prevention (CBCAP) supplemental grant funding allocated to states through the American Rescue Plan Act (ARPA) of 2021. In addition, the letter will provide guidance to counties and tribes with a Title IV-E agreement with the State regarding the intended purpose of the ARPA-CBCAP supplemental grant funds, allowable activities, the opt-in process to receive funds, allocation process and reporting requirements.



**KIM JOHNSON**  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



**GAVIN NEWSOM**  
GOVERNOR

November 24, 2021

ALL COUNTY LETTER NO. 21-144

**TO:** ALL COUNTY BOARD OF SUPERVISORS  
ALL COUNTY CHILD WELFARE DIRECTORS  
ALL CHILD WELFARE PROGRAM MANAGERS  
ALL CHIEF PROBATION OFFICERS  
ALL TITLE IV-E AGREEMENT TRIBES  
ALL CHILD ABUSE PREVENTION INTERVENTION AND  
TREATMENT/COMMUNITY-BASED CHILD ABUSE  
PREVENTION/PROMOTING SAFE AND STABLE FAMILIES  
LIAISONS

**SUBJECT:** **AMERICAN RESCUE PLAN ACT OF 2021 COMMUNITY-BASED  
CHILD ABUSE PREVENTION SUPPLEMENTAL GRANT  
PROGRAM INSTRUCTIONS AND COUNTY OPT-IN PROCESS**

**REFERENCE:** [AMERICAN RESCUE PLAN ACT OF 2021 \(ARPA\), PUBLIC LAW \(PL\) 117-2; TITLE II OF THE CHILD ABUSE PREVENTION AND TREATMENT ACT, COMMUNITY-BASED GRANTS FOR THE PREVENTION OF CHILD ABUSE AND NEGLECT \(42 UNITED STATES CODE \(U.S.C.\) 5116 ET SEQ.\); ASSEMBLY BILL \(AB\) 2083 \(CHAPTER 815, STATUTES OF 2018\); WELFARE & INSTITUTIONS CODE SECTION 16588; ADMINISTRATION FOR CHILDREN AND FAMILIES \(ACF\) PROGRAM INSTRUCTION 21-07; ALL COUNTY INFORMATION NOTICE \(ACIN\) I-07-21; FRAMEWORK FOR PREVENTION OF CHILD MALTREATMENT; PREVENTION PLANNING ORIENTATION PACKET](#)

The purpose of this All County Letter (ACL) is to inform county child welfare agencies, tribes with a Title IV-E agreement with the State, and prevention partners of available funding to support prevention planning efforts and direct service activities. County child welfare agencies and tribes with a Title IV-E agreement with the State are eligible to receive a one-time allocation of federal Community-Based Child Abuse Prevention (CBCAP) supplemental grant funding through the [American Rescue Plan Act \(ARPA\) of 2021](#). This funding source will henceforth be referred to as, the ARPA-CBCAP supplemental grant.

California has received a state allotment of \$29,667,177 in federal funding from the ARPA-CBCAP supplemental grant. Approximately \$25,000,000 will be allocated to counties and tribes with a Title IV-E agreement with the State that elect to receive ARPA-CBCAP supplemental funds. Funds must be used for allowable purposes under the CBCAP program, and may supplement, but shall not supplant, existing state and local funds for prevention programs. The ARPA-CBCAP supplemental grant funds are available without a requirement for non-federal matching funds.

**All** counties and tribes with a Title IV-E agreement with the State must complete and return the attached Letter of Intent (Attachment B) electing to receive or decline the ARPA-CBCAP supplemental grant. Counties and tribes with a Title IV-E agreement with the State that elect to receive ARPA-CBCAP supplemental grant funding must adhere to specified reporting requirements and agree to obligate funds by September 30, 2025 and liquidate funds by December 30, 2025. This Letter of Intent must be completed and returned via email to the Office of Child Abuse Prevention (OCAP) at [OCAP-PND@dss.ca.gov](mailto:OCAP-PND@dss.ca.gov) **no later than December 17, 2021**.

The following notice includes information regarding the intended purpose of ARPA-CBCAP supplemental grant funding, allowable activities, the opt-in process, allocation process and reporting requirements for county child welfare and tribes with a Title IV-E agreement with the State.

## BACKGROUND

In March of 2021, President Biden signed into law the [ARPA of 2021, Public Law \(P.L.\) 117-2](#). The purpose of the ARPA of 2021 is to provide economic relief to communities, states, local governments, individuals and businesses impacted by COVID-19 (i.e., coronavirus disease 2019). As a provision of ARPA 2021, the ARPA-CBCAP supplemental grant must be used towards planning for child abuse prevention activities and providing primary and secondary services that are community-based and prevention-focused, consistent with the allowable CBCAP purposes set forth in sections [5116 and 5116e of Title 42 of the United States Code](#). The activities must address equity, complex structural issues, and promote the safety and well-being of children, youth, parents, and families.

## ALLOWABLE ACTIVITIES

The ARPA-CBCAP supplemental grant can also be used for the *planning* of primary, secondary, and tertiary prevention activities. Primary prevention refers to activities that are directed towards the general population to strengthen communities and improve child and family well-being. Secondary prevention activities are services that are offered to support populations that have one or more risk factors associated with

compromised well-being and prior to child maltreatment occurring. Tertiary prevention addresses families where child maltreatment has already occurred and/or there is an open child welfare case.

Although the ARPA-CBCAP supplemental grant may be used towards planning activities at all three prevention levels as part of the comprehensive strategy to provide a continuum of prevention services, funding for direct services may only be used for primary and secondary activities. **Tertiary direct service activities are *not an allowable expenditure for the ARPA-CBCAP supplemental grant.***

The ARPA-CBCAP supplemental grant funding may be used for the following activities:

- Community-based prevention programs that improve the well-being of children, families, and communities
- Activities shall align with the purposes of CBCAP set forth in Sections 201(b) and 205 of the Child Abuse Prevention and Treatment Act (CAPTA) and listed in detail in the [ARPA-CBCAP Supplemental Grant Funding Program Instructions](#)
- Activities which advance racial equity and support underserved populations that have been marginalized by child welfare systems
- The establishment, promotion, or advancement of a cross-sector prevention planning team
- The ARPA-CBCAP funds can be used to further develop the continuum of prevention services and supports, including comprehensive prevention planning activities and the implementation of primary and secondary direct services

The ARPA-CBCAP supplemental grant is also an opportunity for counties to build upon the success of established OCAP cross-sector prevention planning teams and expand beyond the legislative provisions of [AB 2083 \(Chapter 815, Statutes of 2018\)](#) System of Care Interagency Leadership Teams to include prevention. The CDSS recognizes that there has been limited funding available to support the efforts of OCAP prevention planning teams or direct prevention services and encourages counties and tribes with a Title IV-E agreement with the State to establish and expand on existing processes and activities to strengthen a prevention continuum of care.

Similar to the cross-collaborative processes in place through OCAP prevention planning and AB 2083 System of Care Interagency Leadership Teams, counties and tribes with a Title IV-E agreement with the State are expected to engage prevention partners such as probation departments, behavioral health agencies, community-based organizations,

parents and youth with lived experience, offices of education and local Child Abuse Prevention Councils (CAPCs) to determine how funding will be expended.

By partnering with child-serving agencies, parents, youth, local CAPCs and other direct service providers, counties and tribes with a Title IV-E agreement with the State will be able to engage community members to obtain their input, identify current needs, and enhance community-based efforts to develop, coordinate, and provide appropriate child abuse and neglect prevention services. This information will provide insight as to how to expend ARPA-CBCAP supplemental funds to address the identified needs of local populations.

For further information regarding OCAP prevention planning efforts please contact your OCAP County Consultant and reference [A Framework for Preventing Child Abuse by the Promotion of Healthy Families and Communities](#) and the [Prevention Planning Orientation Packet](#).

Attachment A provides a list of additional allowable activities and services ARPA-CBCAP supplemental grant funds can be used to support. This is not an exhaustive list and counties and tribes with a Title IV-E agreement with the State are encouraged to contact the OCAP for activities of interest that are not listed. Counties and tribes with a Title IV-E agreement with the State electing to receive the ARPA-CBCAP supplemental grant must indicate in the Letter of Intent (Attachment B) how funds will be expended.

#### OPT-IN PROCESS TO RECEIVE ARPA-CBCAP SUPPLEMENTAL GRANT FUNDING

**All counties and tribes with a Title IV-E agreement with the State** are required to complete and return the Letter of Intent (Attachment B) to the CDSS, OCAP's Prevention Network Development Unit **by close of business, December 17, 2021 via email to [OCAP-PND@dss.ca.gov](mailto:OCAP-PND@dss.ca.gov)**. Within the Letter of Intent, counties and tribes with a Title IV-E agreement with the State must indicate if ARPA-CBCAP supplemental grant funding is requested or not. To release funds expeditiously, the OCAP will accept electronic signatures from either the Child Welfare Director or an Authorized Representative in lieu of a traditional manual signature.

Counties and tribes with a Title IV-E agreement with the State electing to receive funds agree to all reporting requirements set forth by the CDSS and the Administration for Children and Families. Counties and tribes with a Title IV-E agreement with the State must indicate within the Letter of Intent the planned expenditure of funds. Counties and tribes with a Title IV-E agreement with the State may select one or more options listed, these include, but are not limited to the establishment and further development of prevention planning teams, primary and secondary direct services and/or the

development and implementation of a comprehensive strategy and plan to provide a continuum of preventive, family-centered services, consistent with [42 USC sections 5116\(b\) and 5116e\(a\)](#) and [Welfare and Institutions Code Section 16588\(c\)\(2\)](#). The ARPA-CBCAP supplemental funds may be used to supplement, but shall not supplant, existing state and local funds for prevention programs.

## ALLOCATION PROCESS

The CDSS will release a planning allocation letter via an All County Information Notice (ACIN) and a revised allocation ACIN will be released once all counties and tribes with a Title IV-E agreement with the State electing to receive ARPA-CBCAP supplemental funding have submitted a Letter of Intent to the OCAP, which is **due no later than the close of business, December 17, 2021**.

## REPORTING REQUIREMENTS

Federal guidelines require the CDSS to report annually how the ARPA-CBCAP supplemental grant funds were expended. Therefore, counties and tribes with a Title IV-E agreement with the State will be required to provide the CDSS aggregate quantitative and qualitative data regarding planning activities, services, and programs funded through the OCAP annual reporting process. Information regarding the expenditure of ARPA-CBCAP supplemental funds must be entered into the Efforts-To-Outcomes database each year by September 30<sup>th</sup>, effective September 30, 2022. Through consultation, the OCAP will collaborate with the tribes with a Title IV-E agreement with the State to determine the process by which tribes will meet the reporting requirements.

Counties and tribes with a Title IV-E agreement with the State will be required to provide information regarding the type of planning or service activity and the justification for how expenditures of these funds will meet a community-based need within the OCAP annual report:

### **REPORTING REQUIREMENTS FOR PLANNING ACTIVITIES**

- Membership of the cross-sector advisory body
- A description and justification of planning activities completed and future activities
- Description of the cross-sector collaborative efforts to engage prevention partners

- Description of how youth, parents and caregivers are involved in the planning, implementation, and evaluation of funded programs
- Description of evaluation process to determine if implemented prevention planning activities to monitor outcomes for children, youth, parents, caregivers, and families
- Total expenditure amounts

**REPORTING REQUIREMENTS FOR PRIMARY AND SECONDARY DIRECT SERVICE ACTIVITIES**

- Description and justification of the direct service activities
- Description of how youth, parents and caregivers are involved in the planning, implementation, and evaluation of funded programs
- Counties and tribes with a Title IV-E agreement with the State will be requested to provide a description of the actual outreach activities for special populations and cultural competence efforts
- Counties and tribes with a Title IV-E agreement with the State will be requested to report how funds awarded under this authority are used to support programs and activities designed to strengthen and support families for the prevention of child abuse and neglect
- Outreach efforts made to engage and serve those that are disproportionality impacted by the child welfare system
- Program outcomes and evaluation methodology
- Population served
- Total number of children, parents or families that have received services and successfully reached outcome goals

All County Letter No. 21-144  
Page Seven

If you have any questions or need additional guidance regarding the information in this letter, contact the OCAP Bureau at (916) 651-6960 or at [OCAP-PND@dss.ca.gov](mailto:OCAP-PND@dss.ca.gov).

Sincerely,

***Original Document Signed By***

ANGIE SCHWARTZ  
Deputy Director  
Children and Family Services Division

c: County Welfare Directors Association  
Chief Probation Officers of California

Attachment



**ALLOWABLE ACTIVITIES FOR THE  
AMERICAN RESCUE PLAN ACT OF 2021 (ARPA)  
COMMUNITY-BASED CHILD ABUSE PREVENTION (CBCAP)  
SUPPLEMENTAL GRANT**

The following is a non-exhaustive list of allowable activities for the ARPA-CBCAP supplemental grant:

**EXAMPLES OF PRIMARY AND SECONDARY DIRECT SERVICE ACTIVITIES:**

- Providing a stipend, a contract to employ, or offering other compensation to those with lived experience to participate in the planning and implementation processes of prevention systems; provide peer to peer support; or other direct services to support families at-risk of entry into the child welfare system
- Building the capacity and capabilities of Family Resource Centers or networks to provide direct services to children, youth, parents, caregivers, and families
- Funding programs and services to increase father engagement and involvement
- Funding programs or providing funds to support extracurricular and enrichment activities which improve child and family stability and access to formal and informal community resources and opportunities
- Funding child abuse and neglect prevention programs and services that target young people at-risk of entering the juvenile justice system, including, but not limited to educational and other advocacy, mentoring, service navigation, peer support, and funding of extracurricular activities
- Expanding the availability of mental health services to children and families and including availability of co-parenting resources and providing peer support to youth and parents
- Providing concrete resources and funds to help keep families together and stable
- Direct supports and services for domestic violence survivors
- Funding the establishment and/or expansion of direct primary and secondary prevention services including **but not limited to** the evidence-based practices listed in the [Title IV-E Prevention Services Clearinghouse](#)
- Conducting outreach to establish community pathways for prevention services

- Training and workforce development activities for establishing, operating, or expanding community-based and prevention-focused programs, including training on how to engage and partner with youth, parents, caregivers, and families
- Examples of primary prevention activities include but are not limited to: financial literacy and vocational training programs, domestic violence services and supports, public health nurse at a local Family Resource Center, one-time assistance payments to families to pay for modifications in the home that would increase health and safety in that home, after school programs, early screening and diagnosis of preventable diseases, racial and gender equity forums, online safety programs, prenatal education and support, transportation services, accessibility to clean drinking water, and parks, education and services to promote health relationships for teens and young adults, public service announcements that promote positive parenting techniques, parent education programs with a focus on child-development, public awareness campaigns directed toward the general population, etc.

#### **EXAMPLES OF PLANNING ACTIVITIES:**

- Building a network and team membership invested in the planning and implementation of an Office of Child Abuse Prevention (OCAP) prevention plan and/or comprehensive plan to provide a continuum of preventive, family-centered services, consistent with [42 USC sections 5116\(b\) and 5116e\(a\)](#) and [Welfare and Institutions Code Section 16588\(c\)\(2\)](#)
- Collection and review of cross-sector data of child maltreatment indicators to determine resources and under supported neighborhoods
- Readiness assessments for both OCAP prevention planning and/or the development and implementation of the comprehensive plan
- Development of a community strength and needs assessment and completion of a gap analysis of priority areas whether it be neighborhoods, communities, populations, or other scopes
- Conducting the engagement of the community voice and their assessment of community needs, including the engagement of young people and families
- Monitoring and assessing progress of primary and secondary prevention efforts
- Evaluating desired outcomes of primary and secondary prevention strategies

- Funding the administrative activities/business processes required to support the planning and implementation of an OCAP prevention plan and/or comprehensive plan
- Planning and implementation efforts specifically of primary and secondary prevention strategies addressing racial equity, diversity, and inclusion to reduce disproportionality and disparity in outcomes

Please contact the OCAP at [OCAP-PND@dss.ca.gov](mailto:OCAP-PND@dss.ca.gov) for any questions regarding other services and supports that would be considered allowable expenditures for ARPA-CBCAP supplemental grant.

**LETTER OF INTENT FOR THE RECEIPT OF  
AMERICAN RESCUE PLAN ACT OF 2021 (ARPA)  
COMMUNITY-BASED CHILD ABUSE PREVENTION (CBCAP)  
SUPPLEMENTAL GRANT**

\_\_\_\_\_, 2021  
Date

California Department of Social Services  
Attention: Office of Child Abuse Prevention  
P Street, MS 8-11-544  
Sacramento, CA 95814

Director Johnson:

The purpose of this letter is to inform the California Department of Social Services (CDSS) that \_\_\_\_\_ County Child Welfare Agency or \_\_\_\_\_ tribe with a Title IV-E agreement with the State has reviewed the information provided in the attached All County Letter (ACL) and is electing one of the following options:

- Option A:** The county or tribe with a Title IV-E agreement with the State agrees to the conditions set forth in the ACL including but not limited to, adhering to funding only allowable activities and the reporting requirements. Counties and tribes with a Title IV-E agreement with the State must also indicate how funds will be expended by selecting one or more of the options listed on the following page.
- Option B:** The county or tribe with a Title IV-E agreement with the State is declining the receipt of ARPA-CBCAP supplemental grant funds and is not required to adhere to the reporting requirements set-forth in this letter.

\_\_\_\_\_  
Signature of Child Welfare Director or  
Authorized Representative

\_\_\_\_\_  
Date

A response must be submitted to the OCAP via email at [OCAP-PND@dss.ca.gov](mailto:OCAP-PND@dss.ca.gov) **no later than, December 17, 2021**. The OCAP will accept electronic signatures in lieu of traditional manual signatures.

Counties and tribes with a Title IV-E agreement with the State electing to receive ARPA-CBCAP supplemental grant must inform the CDSS of the intended use of funding. A list of funding expenditure options is provided, and counties and tribes with a Title IV-E agreement with the State may choose to select more than one option.

- County and tribes with a Title IV-E agreement with the State is electing to initiate or further develop local prevention planning efforts including but not limited to the establishment of an OCAP prevention planning team or advisory committee for the development of a comprehensive plan, cross-sector data collection, readiness assessments, development of Charters or a memorandum of understanding (MOU), development of strategies and evaluation processes as it pertains to comprehensive planning
- Funding the administrative activities/business processes required to support implementation of an OCAP prevention plan or comprehensive plan
- Community needs and strengths assessment and gap analysis
- Providing a stipend, a contract to employ, or offering other compensation to those with lived experience to participate in the planning and implementation processes of prevention systems; provide peer to peer support; or other direct services to support families at-risk of entry into the child welfare system
- Provide peer to peer support; or other direct services to support families at-risk of entry into the child welfare system
- Assessing, evaluating, and monitoring desired outcomes for primary, secondary prevention strategies
- Conducting outreach activities to establish a community pathway for prevention services
- Increased support and funding to expand the services and supports offered through Family Resource Centers or other Community-Based Organizations providing services to primary and secondary populations
- Funding programs and services to increase father engagement and involvement
- Expanding the availability and access to domestic violence services and supports
- Funding the establishment and/or expansion of direct primary and secondary prevention services including but not limited to evidence-based practices listed in the Title IV-E Prevention Services Clearinghouse
- Building the capacity and capabilities of Family Resource Centers or networks to provide direct services to children, youth, parents, caregivers, and families
- Developing community-based efforts to operate, expand, enhance, and coordinate initiatives, programs, and activities to prevent child abuse and neglect
- Offering training to improve and foster understanding of diverse populations and their

needs; and implementing primary and secondary prevention programs and services specific to and reflecting of the underserved and marginalized populations.

- Developing, operating, expanding and enhancing community-based, and prevention focused programs and activities designed to strengthen and support families to prevent child abuse and neglect that are accessible, effective, and culturally appropriate, and build upon existing strengths that (please select all that apply):
  - Offer assistance to families, including the provision of concrete resources and funds;
  - Provide early, comprehensive support for parents;
  - Promote the development of parenting skills, especially in young parents and parents with very young children
  - Increase family stability
  - Funding child abuse and neglect prevention programs and services that target young people at risk of entering the juvenile justice system, including, but not limited to educational and other advocacy, mentoring, service navigation, peer support, and funding of extracurricular and enrichment activities
  - Provide supports and services for unaccompanied homeless youth
  - Support the additional needs of families with children with disabilities through respite care and other services
  - Provide referrals and screenings for early health and developmental services
  - Foster the development of a continuum of preventive services for children and families, including unaccompanied homeless youth, through state and community- based collaborations and partnerships, both public and private
  - Finance the start-up, maintenance, expansion, or redesign of specific family resource and support program community-based child abuse and neglect prevention program services (such as respite care services, child abuse and neglect prevention activities, disability services, mental health services, substance abuse treatment services, domestic violence services, housing services, transportation, adult education, home visiting and other similar services) identified by the inventory and description of current services required under Section 205(a)(3) as an unmet need, and integrated with the network of community-based family resource and support child abuse and neglect prevention program to the extent practicable given funding levels and community priorities

- Maximizing funding through leveraging of funds for the financing, planning, community mobilization, collaboration, assessment, information and referral, startup, training and technical assistance, information management and reporting, reporting and evaluation costs for establishing, operating, or expanding community-based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect
- Financing public information activities that focus on the healthy and positive development of parents and children and promotion of child abuse and neglect prevention activities

If the county child welfare agency or tribe with a Title IV-E agreement with the State determines at a later date that funds will be better directed for different activities than selected, please notify the OCAP of changes by emailing [OCAP-PND@dss.ca.gov](mailto:OCAP-PND@dss.ca.gov).

Please note, the ARPA-CBCAP supplemental grant must be obligated by September 30, 2025 and liquidated by December 30, 2025.

This Letter of Intent must be submitted to the OCAP **before or no later than the close of business, December 17, 2021.**

\_\_\_\_\_  
Signature of Child Welfare Agency Director  
or Authorized Representative

\_\_\_\_\_  
Date