

**INSTRUCTIONS FOR FORM CA 800 FED  
SUMMARY REPORT OF ASSISTANCE EXPENDITURES  
CALWORKS ASSISTANCE, CALWORKS DIVERSION, AND KINGAP, FEDERAL**

**General Information**

1. Enter county name, and month and year of claim in space provided.
2. Enter name and telephone number of county staff person to be contacted if there are any questions regarding the claim.
3. This form is pre-programmed to round all amounts to the nearest dollar.

**Current Month**

For each column:

4. Lines 1 through 5: Enter the amounts shown on the integrated payroll summary. For non-integrated payrolls, enter the grand totals shown for each payroll. Only current month adjustments should be entered on Line 5.
5. Line 6: Subtotal of Lines 1 through 5. This amount will calculate automatically.
6. Line 7: Enter the total payments payable with state and county funds only. These payments have no federal funding participation (FFP).
7. Line 8: Federal/State share of current month payments (Line 6 minus Line 7 x 97.5% sharing ratio). This amount will calculate automatically.

**Prior Month**

For each column:

8. Line 9: Enter the amounts shown on the integrated payroll summary. For non-integrated payrolls, enter the grand totals shown for each contra-roll.
9. Line 10: Enter the total of all cash recovered in this month for aid paid in a prior month. This includes cash abatements or repayments of overpayments received during this report month.
10. Line 11: Enter the total of all prior month negative adjustments which decrease money amounts that were claimed in a prior month summary report.
11. Line 12: Subtotal of Lines 9 through 11. This amount will calculate automatically.
12. Line 13: Enter the total of all prior month negative adjustments which are payable with State and county funds only.
13. Line 14: Federal/State share of negative adjustments (Line 12 - Line 13 x 97.5% sharing ratio). This amount will calculate automatically.

**Positive Adjustments and Grant-Based On-the-Job Training (OJT) (Wage Subsidies)**

14. Line 15: Enter the amounts shown on the separate listing for prior month positive adjustments which were or should have been claimed on a prior month Summary Report.
15. Line 16: Enter amounts paid for grant based OJT (Wage Subsidies). Residual payments, if any, should be reported to the appropriate category in Lines 1 through 12.
16. Line 17: Enter the total of all prior month positive adjustments that are payable with State and county funds only.

**Supplemental Clothing Allowance (SCA)**

17. Line 18: Enter the SCA expenditures for the KinGAP program from county payroll records or other automated payroll system. **REMINDER:** SCA expenditures must be excluded from the main payroll amount which is entered on Line 1.

**Total**

18. Line 19: Federal/State share of Lines 15+16-17 x 97.5% sharing ratio. This amount will calculate automatically.
19. Line 20: Total Aid Payments, current and prior months. This amount will calculate automatically.

**State Only Funds**

20. Line 21: Enter the number of federal Assistance Units (AUs) represented in your total federal persons count (children and adults).
21. Line 22: Amount payable with state funds only (state share of the \$2 grant increase effective June 1, 1973 for federal AUs) – Line 20 x \$1 (State Share). This amount will calculate automatically.

**Persons Count**

22. Line 23: Enter the persons count for the KinGAP program.

**Summary by Funding**

23. This form will calculate the federal, state, federal/state, and county shares automatically by aid code and by program/reporting category on Lines 24 through 28 and Lines 29 through 34, respectively. For Aid Code 4F (KinGAP), counties must enter the amount (\$347/person) on Line 24 which will be funded 100% State. Line 25 will calculate the remaining costs for Aid Code 4F at 50% State and 50% county.