

**CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICES**

P.O. Box 419064, Rancho Cordova, CA 95741-9064



May 6, 2003

CSS LETTER: 03-06

ALL IV-D DIRECTORS  
 ALL COUNTY ADMINISTRATIVE OFFICERS  
 ALL BOARDS OF SUPERVISORS

SUBJECT: ZERO BASIC GRANT AND SUSPEND STATUS

This letter provides clarification on the proper distribution of child support monies in cases determined by the IV-A office to be "zero basic grant" and "suspend status," pursuant to California Department of Social Services' Manual of Policies and Procedures, Section 44-315.

A zero basic grant or suspend status case is deemed to be a current assistance case as the assignment of support rights exists for the zero or suspension period. Collections should be distributed pursuant to the applicable current assistance or mixed status distribution hierarchy. The support collected in the month would first be applied against the current support obligation, of which up to the first \$50 would be sent to the family as a disregard payment and any remaining amount would be applied to any assigned arrears that are owed. The unreimbursed assistance pool (UAP) would be reduced by the disregard payment, the amount that was used to recoup the current assistance payment and any assigned arrears. If the amount of the support received exceeds the total cumulative UAP amount, then the remainder would be sent to the family as an excess payment.

If you have any questions or concerns regarding this matter, please contact Tonya Crawford-Comage, Financial Management Policy Unit, at (916) 464-5224.

Sincerely,

SHAR SCHROEPFER  
 Acting Deputy Director

Reason for this Transmittal

- State Law or Regulation Change
- Federal Law or Regulation Change
- Court Order or Settlement Change
- Clarification requested by One or More Counties
- Initiated by DCSS



DO YOUR PART TO HELP CALIFORNIA SAVE ENERGY  
 For energy saving tips, visit the DCSS website at  
[www.childsup.cahwnet.gov](http://www.childsup.cahwnet.gov)