



State of Florida
Department of Children and Families

Rick Scott
Governor

Mike Carroll
Interim Secretary

DATE: July 31, 2014

TO: Community-Based Care Lead Agencies
DCF Regional Managing Directors

FROM: Pete Digre, Deputy Secretary
Janice Thomas, Assistant Secretary for Child Welfare
Jennifer Lange, Assistant Secretary for Economic Self-Sufficiency

SUBJECT: Announcement of CFOP for Nonrelative Caregiver Financial Assistance

PURPOSE: This memorandum announces a new Children and Families Operating Procedure (CFOP) governing Nonrelative Caregiver Financial Assistance (CFOP 175-11) and introduces the applicable forms:

- Nonrelative Caregiver Financial Assistance Application (CF-FSP 5398) and
- Notice of Action Nonrelative Caregiver Financial Assistance (CF-FSP 5399).

Both forms are available via DCF Forms on the DCF internet and intranet sites: <http://www.dcf.state.fl.us/dcfforms/Search/DCFFormSearch.aspx>. CFOP 175-11 is effective immediately.

BACKGROUND: The 2014 Florida Legislature amended s. 39.5085, Florida Statutes, to expand the Relative Caregiver Program to include nonrelative caregivers under certain circumstances. The pertinent language from Chapter 2014-224 of the Laws of Florida can be found on pages 33-35 at this link: <http://laws.flrules.org/2014/224>.

ACTION REQUIRED: Please share this memorandum with all child welfare and economic self-sufficiency staff and partners.

CONTACT INFORMATION: Please submit any questions about the Nonrelative Caregiver Financial Assistance policy to Nonrelative_Caregiver@dcf.state.fl.us.

ATTACHMENT: CFOP 175-11, Nonrelative Caregiver Financial Assistance

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