



TO: Chief Student Services Officers
Chief Business Officers
Foster and Kinship Care Education Directors/Instructional Specialists

FROM: Mia Keeley, Dean of Student Services

RE: Follow Up to Chancellor's Office Guidance Memo ESS 25-32 regarding FY 2024-25 Federal Payment Disbursement Process.

This message is to follow up with Memo [ESS 25-32](#) regarding changes to the Foster and Kinship Care Education Program Federal Payment College Disbursements starting 2024-25.

The Chancellor's Office will begin processing 2024-25 federal allocation recalculation payments. Under the updated disbursement process, recalculation payments will be handled in two ways:

- Colleges with year-to-date payments that exceed their final expenditures will receive an invoice for the overpayment. The invoice will be emailed to the Program Director/Instructional Specialist and Business Office.
- Colleges with final expenditures that exceed their year-to-date payments will receive the recalculation payments through the Fi\$Cal Accounting System via vouchers as explained in Memo ESS 25-32.

We thank you for your kind attention to this important matter and appreciate your patience as the Chancellor's Office begins to process recalculation payments for 2024-25. If you have any questions regarding this process or any other FKCE related budget questions or concerns, please contact Mia Keeley, Dean, at MKeeley@CCCCO.edu, Thalia Marroquin, Specialist, at TMarroquin@CCCCO.edu and Rina Rojas, Program Assistant, at RRojas@CCCCO.edu.

cc: Rina Rojas, Program Assistant of Student Services
Thalia Marroquin, Program Specialist of Student Services