



State of Florida  
Department of Children and Families

Ron DeSantis  
Governor

Shevaun L. Harris  
Secretary

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**DATE:** July 24, 2024

**TO:** Community Directors  
Community-Based Care Lead Agency CEOs

**FROM:** Kate Williams, Assistant Secretary for Child and Family Well Being <sup>K.W.</sup>  
Martha Harbin, Assistant Secretary for the Office of Quality and Innovation <sup>MH</sup>

**SUBJECT:** Changes to the Extension of Guardianship Assistance Program (EGAP)

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**PURPOSE:** The purpose of this memorandum is to provide implementation guidance for changes to the Extension of Guardianship Assistance Program (EGAP) subsequent to the passage of chapter 2024-177, Laws of Florida (HB1083).

**BACKGROUND:** The existing Federal Title IV-E Extension of Guardianship Assistance Program allows permanent guardianship families who entered the initial Guardianship Assistance Agreement (GAA) when the child was either 16 or 17 to receive guardianship assistance subsidy and Medicaid until the young adult reaches the age of 21.

With the passage of chapter 2024-177, Laws of Florida, effective July 1, 2024, the EGAP will now allow young adults whose permanent guardian(s) signed their initial GAA when the child was 14 or 15 years old to be potentially eligible for guardianship assistance subsidy and Medicaid until the young adult reaches the age of 21.

**ACTION REQUIRED:** Please share this memorandum with all staff who will be completing tasks associated with the EGAP. Notification to eligible families should be completed by September 30, 2024.

To appropriately identify the population of young adults whose permanent guardianship has already finalized, a listing of individuals shall be provided through DCF Regional Contract Managers to each lead agency contract managers. The lead agency staff will be responsible for providing written correspondence regarding the EGAP and its requirements to families who initial guardianship assistance agreement was executed when the child was between the ages of 14 or 15 years old.

Should the permanent guardianship family elect to participate in the EGAP, the closed guardianship case would need to be re-opened in the Comprehensive Child Welfare Information System (CCWIS) and the Guardianship Assistance Agreement Agreement [CF-FSP 5437](#) found on the DCF Forms Website, must be completed. The worker will

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need to identify that the family is electing into the EGAP. The initial GAA and EGAP agreements must be uploaded into the Permanent Guardianship Case in the file cabinet in the CCWIS.

A non-placement service would need to be created to pay the EGAP and the following new OCA should be used for payment: EGAP8 (State-Funded Extended EGAP).

Young adults participating in EGAP are categorically eligible for Child in Care Medicaid. An application must be submitted in the CCWIS Medicaid page within two business days of the execution of the EGAA.

Please note that CCWIS currently limits the documentation on the existing initial GAA to opt-into the EGAP. In addition, this portion of the EGAP is subject to available funds.

**CONTACT INFORMATION:** If you have any questions or need clarification regarding this memorandum, please contact Teanna Houston, Guardianship Assistance Policy & Program Specialist, at [Teanna.Houston@myflfamilies.com](mailto:Teanna.Houston@myflfamilies.com).

cc: Community-Base Care Lead Agency CFO's  
Office of CBC/ME Financial Accountability  
Child Protection Directors  
Chiefs of Licensing