

Date – February 5, 2026

Manual - Child and Family Services Manual, Chapter D: Resource Families, Sections 2.4.2.3 and 2.5.2.1

Transmittal - #319

The purpose of this transmittal is to provide revised and clarified guidance for Section 2.4.2.3 and 2.5.2.1: *Chapter D: Resource Families* of the Child and Family Services Manual. Unless otherwise stated, the provisions included in this transmittal are effective April 2026.

Changes to the manual incorporate the federal guidance and provisions around payments to kinship resource families.

These transmittals and manuals are available on FUSION at <https://fusion.dss.virginia.gov/dfs/DFS-Home/Resource-Family/Resource-Family-Guidance> and on the public site for VDSS at <https://dss.virginia.gov/about/manuals.cgi>

Changes to the manual are as follows:

Section(s) Changed	Significant Changes	Reason for Change
Section 2: Family Engagement		
2.4.2.3 Kinship Resource Parent Waiver, p. 17	This section was updated to clarify, in conjunction with title IV-E guidance, when payments can begin to kinship resource parents, and the incorrect example was removed. Previous guidance stated payments could be backdated to the first day of the month the Certificate of Approval was issued, which was incorrect.	This revision was necessary to bring guidance into compliance with the federal guidance around the start date for title IV-E payments to kinship resource parents.
2.5.2.1 Certificate of Approvals for Kinship Resource Parent	This section was updated to remove the incorrect language stating that title IV-E payments could be backdated to the first day of the month the Certificate of Approval was issued.	This revision was necessary to bring guidance into compliance with the federal guidance around the start date for title IV-E payments to kinship resource parents.

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