

COUNTY NAME:  
**CALAVERAS**

CalWORKs County Plan Addendum

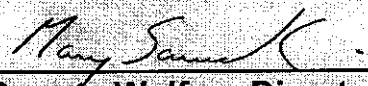
Date Submitted to California Department of Social Services:  
January 5, 2007

Prepared By:  
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I hereby certify that County Board of Supervisors was briefed regarding the contents of this Plan addendum prior to submittal.

	<u>Mary Sawicki</u>	<u>01-02-2007</u>
County Welfare Director's Signature	Printed Name	Briefing Date

This plan addendum is submitted pursuant to Welfare and Institutions Code Section 10534.

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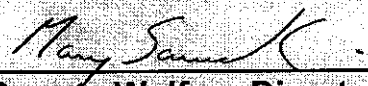
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**1) County Goals**

After reviewing the county's existing CalWORKs County Plan, please provide a general description of how the county will meet the goals defined in Welfare and Institutions (W & I) Code Section 10540, while taking into consideration the work participation requirements of the federal Deficit Reduction Act of 2005.

The goals of W& I Code Section 10540 are the following:

- 1) Reduce child poverty in the State;
- 2) Reduce dependence of needy parents on government benefits by promoting job preparation, work, and marriage; reduce out-of-wedlock births; and encourage the formation and maintenance of two-parent families;
- 3) Meet the requirements of federal law while avoiding unanticipated outcomes that negatively affect child well-being, the demand for county general assistance, or the number of families affected by domestic violence.

**A. General description of how the county will meet the goals of W&I Code 10540**

Calaveras Works and Human Services Agency (CWHSA) reviewed the existing Calaveras County CalWORKs County Plan. CWHSA developed innovated strategies to meet the goals as defined in Welfare and Institution Code Section 10540, and to meet the work participation requirements of the Federal Deficit Reduction Act of 2005. To accomplish these goals, the following goals are planned.

- CWHSA is in the process of relocating its Eligibility Intake Case Workers to work along side the Welfare-to-Work (WTW) Case Managers in order to engage CalWORKs eligible individuals in WTW at an earlier point in time, and to provide employment and resource information earlier to all CalWORKs applicants who voluntarily request this information.
- CWHSA is targeting WTW sanctioned cases by making home calls to these individuals in order to re-engage these clients in WTW activities.
- CWHSA will continue to target and identify Domestic Abuse issues during the Minimum Basic Appraisal (MBA) and through home visits.
- CWHSA is targeting the cases that are participating in other activities less than 32-35 hours a week.
- CWHSA is targeting those cases that are under employed, 32-35 hours week.
- CWHSA will focus on early appraisal of barriers rather than automatic client placement in Job Readiness Activities. This includes appraisal of supportive services needs, such as assuring that childcare services are in place prior to a WTW activity start date. Addressing the client supportive services needs early in the process allows for the client to be engaged in the WTW program activities sooner.
- CWHSA will foster and enhance partnerships with local employers and local service providers, e.g. Workforce Investment Act (WIA), to provide greater employment and training opportunities for WTW clients. Enhanced relationships will result in the ability to develop job locations.
- CWHSA will target specific caseloads with appropriate services, e.g. WTW

sanctioned cases, to re-engage these clients.

CWHSA will develop program-tracking protocols to ensure that our goals are being met. Pay for Performance (P4P) measures will be used. To support on-going successful client engagement and meeting program goals, on-going staff training and development are important to successfully meeting these goals.

**2) Participation Improvement**

Please describe what immediate and long-range actions the county will take to improve the federal work participation rate (WPR) among CalWORKs applicants and recipients. At a minimum, describe how the county will address increased participation in the areas listed below. When responding, provide a detailed description of the policy or strategy in each program area, the anticipated outcome that will result in program improvements, the percentage of families affected, and how success will be determined. Please note that if a county is already using a particular strategy that is successful, a description of that strategy is sufficient.

**B. Providing up-front engagement activities**  
**Description of policy (ies) or strategy (ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).** *Example: A county describes a new policy to engage recipients in orientation and appraisal within one week of application.*

CWHSA has been developing policies and strategies that will result in engaging the WTW client earlier in the WTW process and maintaining WTW participation at required levels

**New**  
 In December 2006, CWHSA began a new strategy that involves coordinating the CalWORKs Eligibility Workers and WTW Case Managers. From the beginning of the CalWORKs process, this strategy allows for a more consistent way to provide information to applicants who request information about the WTW program. An up-front team approach benefits the clients as it quickly identifies barriers to employment so the clients are connected to the appropriate WTW services from the beginning.

**Current**  
 An Improved Upfront Engagement Strategy was designed within the past 3 years. WTW staff receives a Pre-Orientation list every two weeks of all CalWORKs newly granted cases. An appointment letter is immediately mailed to newly granted CalWORKs clients, scheduling an Appraisal appointment with 10 days. This procedure enables earlier participation of the participants in WTW activities which increases the WPR. This policy will affect the new recipients and the recipients who re-enter CalWORKs.

**Current**  
 WTW Case Managers complete a Minimum Basic Appraisal (MBA) beginning with the WTW Appraisal to better identify barriers to employment, possible WTW exemptions, and supportive services needs. Immediate placement into the most appropriate and most motivating activity for the client will result from this MBA.

**Expanded**

CWWSA has determined that a new approach to barriers is needed from the beginning in order to better target the program. Life Skills, Job Search preparation, Expanded Job Search Workshops, and Upfront Engagement will begin by enrolling the client into the Supporting Success groups; i.e., Life Skills leading into Job Search preparation.

### **Current**

CWWSA Case Managers will be making home calls. Case Managers will conduct an appropriate interview that will help clients be back in compliance with program requirements, E.G WTW Preview/Appraisal.

**What are the anticipated effects and percentage of families affected monthly?** *Example: The county describes how recipients are expected to have welfare-to-work (WTW) plans developed sooner and includes how much sooner, what percentage of the county's WIW caseload will be impacted, etc.*

CWWSA will be able to introduce the WTW message to clients sooner in the CalWORKs process by co-locating the CalWORKs Eligibility Workers and the WTW Case Managers in one location. The determination of resources needed by the clients such as Substance Abuse, supportive services, and childcare, will be at an earlier time in the WTW process. This will help to prepare clients to participate in WTW sooner. Engagement of the clients into the path toward self-sufficiency is more likely when the clients are better prepared from the onset.

Completing an Appraisal (MBA) at the beginning creates better flexibility, allowing WTW Case Managers to assign clients to a full range of appropriate activities. WTW clients are not required to wait to begin participating by creating the Open Entry/ Open Exit Work Experience and Job Readiness programs. CWWSA goal is to efficiently use a mixture of countable WTW activities that genuinely engage our clients. A review of California Department of Social Services (CDSS) All County Letter (ACL) No. 06-46, validates this approach as an effective program design strategy.

Revising our Appraisal policy allows our county to expand the program options from the onset. We will design programs with our clients that are more relevant, appropriate, and motivating. The client is more likely to participate and achieve success when they are committed and prepared. 10 percent of these participants over a year will be engaged in program requirements due to earlier identification of barriers and earlier engagement by signing a WTW Plan. Over a three-year period, this will affect approximately 30 percent of the families. This will have a positive impact on our WPR.

### **How will success be determined (quantitative and qualitative assessment of effects)?**

*Example: The county describes the percentage by which the earlier engagement policy will increase the county's federal WPR and State participation levels, the percentage by which a reduction in sanctions will increase the county's federal WPR and its State participation levels, etc., by year, over three years (beginning with this year). The county also describes how early engagement will result in better identification of barriers to employment, better identification of exemptions, etc. (including percentages as appropriate). If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.*

***This impact will be described in Section H.***

**C. Achieving full engagement by individuals who are required to participate, and who are partially participating, not participating, or are between activities**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).** *Example: The county describes a new policy to work with recipients up front to identify community service areas in which they have specific personal interest (such as volunteering at a local nonprofit) that could be utilized to increase participation in federally allowable activities when recipients are in between activities or need additional hours to meet the 32-/35-hour weekly participation requirement.*

CWWSA is implementing a policy to engage WTW participants in WTW activities when the individuals are only partially participating or are in between activities by enrolling the WTW participants in activities such as Job Search Workshops, support groups, such as "Supporting Success" workshops conducted by the county's in-house psychiatric social worker. These allowable activities will increase the participation of WTW participants and thereby meet the 32/35 hour weekly participation requirement.

**What are the anticipated effects and percentage of families affected monthly?** *Example: The county describes how the policy benefits recipients and specifies the percent of WTW enrollees who are not participating in activities and the percent who are not fully participating that will become fully engaged in activities that meet federal and State participation requirements (separated by meeting federal and State requirements).*

CWWSA anticipates that this new policy/strategy will result in improving the participation rates of participants who are only partially participating or are in between activities by providing the recipients with workshops and support groups to enable them to be fully engaged in WTW activities. It is anticipated that 5 percent of these participants will become fully engaged within one year and approximately 15 percent over the next 3 years. It also provides the recipients with more motivating and appropriate activity mixture resulting in greater participant's engagement.

**How will success be determined (quantitative and qualitative assessment of effects)?** *Example: The county describes the percent by which the county's federal WPR and State participation level will be increased by full engagement of partially participating recipients and non-participating recipients. The county describes the percent increase for each group of recipients, separately, by year, over three years (beginning with this year).*

Calaveras County's average WPR for the previous 6 months is 29%. Our current state sanction/non-compliance rate is 17%. We will improve our WPR during the next three year for All Families and Two-Parents, and thus lowering our sanction/non-compliance rate.

*If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.*

**See Section H.**

**D. Providing activities to encourage participation and to prevent families from going into sanction status.**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).** *Example: A county describes a new strategy that after an instance of noncompliance, individuals will meet with a worker who specializes in identifying*

*and resolving barriers to nonparticipation (substance abuse, childcare problems, etc.) and will work with individuals to develop strategies to maintain participation.*

Calaveras County will continue to focus on communicating the benefits of the WTW Program, the early identification of barriers to participation, and the development of strategies to incrementally address and remedy those barriers. Our goal is to prevent a client from entering into the non-compliance process by marketing the benefits of engaging the WTW program to client from their application date forward. This will be accomplished through a variety of methods, including:

- Delivering program information as part of the up-front process;
- Discussing income disregard and the increase in net income available to employed households;
- Providing information regarding the benefits of the Work Opportunity and Tax credit program.
- Completing home calls to help identify up front barriers that would not otherwise be known until a sanction was imposed.

A refined WTW Orientation and Appraisal process allows us to start the process of identifying and addressing employment barriers such as transportation, childcare and behavioral issues early on in the client's entry into WTW. We will have a head start on potential WTW exemption issues and other life situations that may impact the client's ability to participate in WTW activities.

Refining and enhancing our Job Readiness activities in recognition that the "one size fits all" approach is not the most effective way to promote participation, allows us to respond to the unique needs of our clients.

CWHSAs strategy is to provide regular, on-going training to staff, improving their ability to understand and communicate with their clients. This improves and increases their ability to assist clients thus avoiding or remedying sanctions. The trainings focus on staff's ability to identify barriers, build upon client skills and interest, develop effective WTW Plans, and ensure that clients are assigned to activities that eliminate participation gaps, e.g. spring breaks for education-related activities.

A WTW Case Manager, and/or Psychiatric Social Worker will work with sanctioned clients who enter the non-compliance resolving process in order to assist in resolving the non-participation barriers.

The CWHSAs psychiatric Social Worker, who is on site, is readily available to the client, if needed. On-site access to this specialist has proven to be a valuable service for case managers and clients. The CWHSAs works closely with the Calaveras County Mental Health/Substance Abuse programs and has set into place procedures both agencies follow in order to benefit the WTW participant.

The WTW Case Managers make contact with every sanctioned individual thru a visit to the client's home where the WTW Case Manager explains the WTW program and gives the individual information about the WTW program and the benefits of participating in the WTW program. This personal contact to sanctioned individuals by the WTW Case Manager decreased the number of sanctioned individuals by a high of 37 in December of 2005 to a current low of 24 as of November 2006.

CWHSAs has made changes to the assignment of CalWORKs sanctioned cases by



assigning all CalWORKs sanctioned cases to one Eligibility Worker. The WTW Case Manager has one point of contact with the CalWORKs Eligibility Worker.

**What are the anticipated effects and percentage of families affected monthly?** *Example: The county describes how recipients will benefit from the new policy and identifies the percentage by which the county's sanction rate will be reduced.*

Currently, 15% of our All Families clients are in WTW sanctioned or non-compliance. This rate can be further reduced by 3 percent in one year and 10 percent over 3 years striving to prevent non-compliance from occurring, and having an Eligibility Case Worker exclusively assigned to those entering the non-compliance process. Home visits by the WTW Case Manager will also be completed.

Recipients will benefit from these program changes since case managers will respond to clients in an individualized manner. The case manager will act quicker, by assigning clients to relevant programs or getting clients involved in key services. The ability to respond quickly to client's needs seems simple, but it is our experience that by responding quickly to the client's needs is a key element to their success.

**How will success be determined (quantitative and qualitative assessment of effects)?** *Example: The county describes the percent by which sanction prevention will increase the county's federal WPR and State participation levels, by year, over three years (beginning with this year). The county also describes how it will measure the benefits to recipients in terms of barrier removal services. If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below*

**See Section H.**

#### **E. Reengaging noncompliant or sanctioned individuals**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).** *Example: A county describes a home visiting program that focuses on re-engaging sanctioned recipients in WTW and removing barriers to participation.*

Individuals, whose households have left aid when in a sanction status and are applying for CalWORKs will be assigned to the CalWORKs eligibility worker responsible for the sanctioned caseload. Whenever possible a WTW Case Manager will meet with the CalWORKs individual one-on-one when they are in the CWSA for application interviews. The WTW Case Manager will attempt to get the individual to agree to a WTW plan, which will begin the curing process of their CalWORKs sanction. Both the WTW Case Manager and the Eligibility Worker on an on-going basis will review continuing sanctioned cases, in order to engage those individuals into a WTW activity. These contacts will include phone contact, in office contact, mailing "Requests to Stop a WTW Sanction" forms, home visits and other methods that will lead to engagement and ultimately participation in WTW activities of the sanctioned individual.

The majority of past sanctions occurred before individuals were even engaged in WTW. Working with the individuals as outlined above will help find out what issues are preventing the individuals from participating so those issues can be dealt with and eventually overcome so that the individual can participate in WTW activities. It will also help inform the individuals of the benefits of the WTW program. For those who choose to not participate or who stop participating, it would be best to start working with them in a multi-disciplinary fashion to work on the various issues that may be affecting them. A

team would consist of Eligibility Workers, WTW Case Managers, and the county's Psychiatric Social Worker.

**What are the anticipated effects and percentage of families affected monthly?** *Example: The county describes the percentage by which its sanction rate will be reduced, the percentage of sanctioned individuals that may be identified as meeting a WTW exemption, etc. The county also describes how identification of barriers and the provision of services will assist the family in meeting WTW requirements and achieving self-sufficiency.*

The goal of Calaveras County is to continue working towards reducing our sanctioned/non-compliance rate by 10% over the next three years.

**How will success be determined (quantitative and qualitative assessment of effects)?**

*Example: The county describes the percentage by which a reduction in its sanction rate will increase the county's federal WPR and its State work participation levels, by year, over three years (beginning with this year) and how the county will measure the benefits to recipients in terms of barrier removal services. If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.*

See Section H.

#### **F. Other activities designed to increase the county's federal WPR.**

**Description of policy(ies) or strategy(ies) that will result in program improvement (Identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy):**

CWWSA received a grant to implement a "Linkages" program in 2005. The purpose of the Linkages Program is to coordinate Child Welfare Services and public assistance programs to improve the services to "at risk" families. The Welfare-to-Work Case Manager coordinates monthly with the Child Welfare Services supervisor, to identify families who are receiving services from both CWS and CalWORKs. These families are referred to the Welfare-to-Work Linkages program for up-front intervention. The families that are referred to Linkages are at risk of Child Protective Services intervention or are closed CPS cases that are still "at risk". At-risk cases are made of individuals in the family who have CalWORKs penalties, sanction, or that have children who were recently returned to the families' home and the family is still in need of the services from CalWORKs and/or CPS.

The Linkages program has been a tool for individuals receiving CalWORKs benefits from being sanctioned or penalized for not participating. The Linkages program has served 207 families since July 2002 which is an average of 41 families per year. Since July 2002, the county has had 12 families complete family reunification services which averages out to 2 families per year. The Calaveras County Child Protective Services and the WTW Case Managers do home calls as a team to help CalWORKs families, identified as Child Protective Services clients, work through their family issues and to provide needed support for each of the programs whether it be providing transportation, attending court, providing supportive services whenever needed, etc.

The Job Search Workshop is open to our partner agencies as well as for individuals

receiving benefits from other CWHSA programs such as General Assistance, Food Stamps, and Medi-Cal. CWHSA has created a Job Search Workshop referral process for CWHSA staff to hand out and for our partner agencies to hand out to refer an individual to the CWHSA Job Search Workshop. CWHSA has added a basic keyboarding class as part of the Job Search Workshop. The keyboarding class was added due to the high number of request from individuals attending the Job Search Workshop requesting this service. The Calaveras County Department of Education is providing this keyboarding class at no cost to the CWHSA or to the individuals. The CWHSA provides free roundtrip bus transportation to the keyboarding class for the participants in the Job Search Workshop. The Keyboarding class has proved to be beneficial to the individuals who participate in this class. Upon completion of the keyboarding class, individuals are issued a certificate.

CWHSA has contracted with the Calaveras County Mental Health Department for the services of a Psychiatric Social Worker to serve our WTW participants. This Psychiatric Social Worker conducts psycho-educational groups on a variety of topics such as Dealing with Loss, Co-dependency, Anger Management, Setting Boundaries, Breaking through Denial, etc. It has been determined that the WTW participants are more likely to attend these types of counseling sessions rather than going to Calaveras County's Mental Health program. At times, a participant may need to be seen for a variety of issues that may be handled in one-on-one sessions with the Psychiatric Social Worker. If there appears to be more severe issues going on with the participant, the Psychiatric Social Worker will refer the participant for more in-depth therapy through the Calaveras County Mental Health program or through our locally based health clinic, whom CWHSA contracts for mental health therapy.

CWHSA contracts with a Learning Disability Evaluator who completes a Learning Disability Evaluation on individuals referred from CWHSA Welfare to Work Program. This Learning Disability Evaluation is the process that determines whether an individual has learning disabilities and/or other co-existing disorders. The Learning Disability Evaluation determines whether the individual is unable to successfully complete or benefit from a current or proposed Welfare to Work activity assignment. The Learning Disability Evaluator administers and interprets the learning disabilities tests as recommended by the California State Department of Social Services. The Learning Disabilities Evaluator uses professional judgment to match, to the extent possible, the WTW individual's goals, and, collaborates with the WTW Case Managers to utilize the results from the learning disabilities evaluation and WTW assessment to develop the best WTW plan for the individual. If an individual's L.D is severe enough, the L.D Evaluator will also recommend the individual apply for the SSI/SSP Program.

CWHSA WTW Program has referred 94 WTW participants for LD screenings since 2002. For fiscal year 2005-2006, 29 participants were referred for Learning Disability Evaluations. Of those 29 referred, 19 participants who were evaluated were determined to have a Learning Disability.

**What are the anticipated effects and percentage of families affected monthly?**

We anticipate that the implemented changes will result in meeting the WPRs of 50% and 90%. We also anticipate that the changes described herein may increase our

single families WPR beyond the minimum and will have a long-term, positive impact on the families, resulting in their self-sufficiency.

**How will success be determined (quantitative or qualitative assessment of effects)?**

See Section H.

**G. Please provide a description of how the county will collaborate with local agencies, including, but not limited to, local workforce investment boards, community colleges, universities, adult schools and regional occupational centers/programs that provide activities that meet federal work participation requirements and provide participants with skills that will help them achieve long-term self-sufficiency. For each individual agency, responses should include elements such as how information is shared or will be shared, ongoing or planned contracts, ongoing meetings established, etc.**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy). Example: The county describes how it will collaborate with local community colleges to expand the availability of short-term vocational educational programs and increase the number of work-study placements for recipients.**

### *Current*

CWWSA collaborates with the two local colleges, Columbia College and Delta College, which serve Calaveras County. CWWSA WTW Program and the colleges, work together to help the WTW participants who are students at either of the colleges, apply for financial aid, access on campus childcare, and access services for the learning-disabled students. The numbers of Vocational Education referrals sent by the WTW staff each year to the colleges are approximately 6 percent. The CalWORKs coordinators on the college campuses are instrumental in making sure the WTW students on campus meet with their college counselors for educational course outlines. CWWSA has a referral process in place that ensure that the CalWORKs Coordinators at the colleges fax verifications of the WTW students Vocational Education or Self-Initiated Program to CWWSA WTW program to ensure that the WTW participant is meeting the requirements of their educational program.

CWWSA continues to participate in our local Workforce Investment Board. The Mother Lode Job Training Partnership Agency (MLJTPA) recently received Community Development Block Grant funds which will enable the MLJTPA to provide paid "Work Experience" training to WTW participants.

CWWSA contracts with a local non-profit agency, Human Resource Council, Inc. to provide childcare services for WTW participants. These services include referrals to childcare providers and payments to childcare providers while they are seeking employment, working, or in other Welfare-to-Work activities. This partnership has enable CWWSA to provide a "seamless" child care system of moving a family from Stage I to Stage III, and to the "larger child care arena".

CWWSA collaborates with the Calaveras County Office of Education (CCOE) to provide Adult Education to WTW participants to help them obtain their High School Diploma or GED. CCOE also provides basic keyboarding classes and computer technology classes. CWWSA will expand its collaboration with CCOS by enrolling WTW

participants into ROP classes, Health Care, Automotive, Fire Science, etc.

CWWSA refers WTW participants to the Calaveras County Adult Tutoring. WTW participants are able to receive one-on-one tutoring to improve their basic reading, writing, math, preparing for the GED and basic computer skills. The Adult Tutoring also helps individuals study for State exams, contractors test and in other areas an individual may request.

**What are the anticipated effects and percentage of families affected monthly?** *Example: The county describes how recipients will benefit through increased availability of vocational education and work study programs in terms of obtaining skills needed to obtain employment that will lead to self-sufficiency, increasing recipients' income while on aid, increasing the percentage of recipients participating in federally allowable activities, etc.*

By Calaveras County collaborating with local community organizations, participants will benefit through increased availability of Vocational Education, employment opportunities that will lead to self-sufficiency, increasing recipient's income while on aid, and increasing the percentage of recipients participating in federally allowable activities.

**How will success be determined (quantitative and qualitative assessment of effects)?** *Example: The county describes the percentage by which the county's federal WPR and its State participation levels will increase by year over three years (beginning with this year). The county also describes the amount by which a recipient's annual earnings are expected to increase, the number of families that will leave aid due to employment annually, etc. If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.*

**See Section H.**

### 3) Plan to measure quarterly progress

Please describe how the county will measure the extent to which cumulative policies or strategies in the Plan addendum are successful, and how the county will measure progress on a quarterly basis (for example, participation rate of a specific population, sanction rate, orientation show rate, etc.). In addition, include the projected cumulative impact the county's policies or strategies will likely have on the county's federal work participation rate for each year of the next three years (for example, current rate of X will be increased to Y).

#### H. Plan to measure quarterly progress

##### Measures of quarterly progress

##### Projected impact on county's federal WPR

Calaveras County plans to use a variety of established data sources and performance measures as well as "in-house" data tracking to determine program success and insure that we meet our WPR goals.

##### Sources of Measurement

##### Established Data Sources

- WTW 25 and 25A (Detail Reports)
- WTW 30
- Formulas established for Pay for Performance (P4P) described in ACL 06-42
- WTW system reports to monitor and evaluate WTW case manager caseloads, e.g. Case Management Journals, and Universal Engagement Reports.

### In-House Tracking/Data Processes

- Appraisal/Assessment Tracking Report- Class List
- W/E tracking report- Monthly County Stats
- Job Readiness and Assessment Attendance reports-Class List –Attendance Sheets
- IEVs New Hire Report-Eligibility will review on all applicants.
- Non-Compliance Sanction Reason and Outcome Tracking report. This report is in the process of being developed. This report will track: 1) reason clients enter non-compliance/sanction from the information obtained via the NA840, 2.) information obtained by WTW Case Managers focus on attempting to re-engage sanctioned client, such as identified barriers, e.g. Substance Abuse, mental health, etc. Tracking will be done on the number of client's who become re-engaged into WTW and receive resources. Home call packet will be developed. Monthly tracking form for tracking sanction individuals; i.e., compliance plan, sanctioned, and employment.

### Calaveras County's target goals are:

- WPR All-Families 50%
  - In 2006 increase by 16%
  - In 2007 an increase of 17%
  - In 2008 an increase of 17% for a total of 50% for 2006 - 2008
 WTW 30 will be used to determine if we have reached this goal.
- WPR Two-Parent 90%
  - In 2006 increase by 30%
  - In 2007 an additional increase of 30%
  - In 2008 an additional increase of 30% for a total of 90% for 2007-2008
 WTW 30 will be used to determine if we have reached this goal.
- Appraisal Attendance Rate of 65-70%
  - In 2006 increase by 22%
  - In 2007 an additional increase of 22%
  - In 2008 an increase of 23% for a total of 66% for 2007 - 2008
 Appraisal/Assessment Tracking Report will be used to determine if we have reached this goal.
- Complete a Minimum Basic Assessment within 90 days of TANF granting
  - In 2006 increase by 10%
  - In 2007 increase by an additional 10%
  - In 2008 increase by an additional 10% for a total of 30% for 2007 - 2008
 The Appraisal/Assessment Tracking Report in the WTW system and the Universal Engagement Report will be used to determine if this goal has been met. (SB1104)
- Through attendance in activities such as Job Search Workshops, support groups, such as "Supporting Success" workshops, conducted by the county's in-house psychiatric social worker, which will better prepare our clients prior to engaging them in their next WTW activity, thus preventing non-compliance for not participating, should increase our participation rates.
  - In 2006 increase by 15%
  - In 2007 an increase of 20%
  - In 2008 an increase of 25% for a total of 60% for 2006 - 2008
 WTW 30 will be used and the Non-Compliance Sanction Reason and Outcome Report to track progress.

**4) Funding**

Describe how the county has spent and plans to utilize single allocation and other funding for the county's CalWORKs program. This section will help explain to county and State stakeholders how increased funding will be used.

Program Component	Fiscal Year 2005-06 Actual Expenditures	Fiscal Year 2006-07 Budgeted Amount-	Description of how additional funding provided in Fiscal Year 2006-07 will be used
CalWORKs Eligibility Administration	422,620	494,228	Provision of additional upfront CalWORKs WTW services to CalWORKs participants.
WTW Employment Services	592,910	699,152	Provide additional intensive upfront services to CalWORKs WTW clients; i.e.; home calls.
CalWORKs Child Care	256,697	275,000	Contract with Human Resource Agency (local Non-profit agency) to provide Stage I child care services to CalWORKs WTW participants
Cal-Learn	3,340	3,616	Continue to provide WTW services for pregnant and parenting teens to obtain High School Diploma or GED.
CalWORKs Funded Mental Health Services	86,962	79,050	Contract costs with Calaveras County Behavioral Health Services for the services of a psychiatric social worker. Contract for additional counseling services from Health Link, Inc.
CalWORKs Funded Substance Abuse Services	5,847	5,950	Substance abuse services for CalWORKs WTW clients from Calaveras County Alcohol and Drug Abuse Department.
Other			
Other			