

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



April 12, 2006

ALL COUNTY LETTER NO. 06-08

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY FOOD STAMP COORDINATORS
ALL COUNTY FSET COORDINATORS

SUBJECT: FOOD STAMP PROGRAM WORK REGISTRANT, FSET, AND ABAWD
STATISTICAL REPORTING: AUTOMATION OF REPORTING FORMS

REFERENCE: ALL COUNTY LETTER 03-48 DATED SEPTEMBER 30, 2003

Effective with the April-June 2006 report quarter, counties are to use the enclosed Food Stamp Program Work Registrant, Able-Bodied Adults Without Dependents (ABAWD), and Food Stamp Employment and Training (FSET) Program Caseload Report [STAT 47 (4/06)]. Effective with the October 2006 report, counties are to use the enclosed Annual Work Registrant and Food Stamp Employment and Training (FSET) Program Caseload Report [STAT 48 (10/06)].

Both report forms are now automated. The automated report forms incorporate validation edit checks and summing functions which will reduce some data entry. The instructions have been extended to provide additional detailed information, including a list of the form's Validation Rules and Edits. Definitions and Item Instructions are clarified. Specific data reporting requirements have not changed.

The automated versions of the report forms can be completed and transmitted by following the instructions at <http://www.cdss.ca.gov/dssdb/>. Copies of these reports and instructions can be viewed and printed from <http://www.cdss.ca.gov/research/>.

The STAT 47 report continues to be due on or before the 15th working day following the end of the quarter. Therefore, the first revised report, April-June 2006, is due on or before July 24, 2006.

The STAT 48 report continues to be due on or before November 15th of each year. Therefore, the first revised report, October 2006, is due on or before November 15, 2006.

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Counties are strongly encouraged to use the automated forms. However, **if email submission is not possible, fax or mail reports to:**

California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430

FAX: (916) 657-2074

If you have questions regarding completion of the forms, please contact Mark Sticklin of the Data Systems and Survey Design Bureau at (916) 654-1273. Program related questions should be directed to your Food Stamps Program analyst, Robert Nevins at (916) 654-1408.

Sincerely,

***Original Document Signed By
Eric Fujii on 4/12/06***

ERIC FUJII
Deputy Director
Administration Division

Enclosures

Food Stamp Program Work Registrant, Able-Bodied Adults Without Dependents (ABAWD), and Food Stamp Employment and Training (FSET) Program Caseload Report

SUBMIT THIS REPORT VIA EMAIL
(see <http://www.cdss.ca.gov/dssdb>)
OR SEND ONE COPY TO:
California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430
FAX: (916) 657-2074

COUNTY NAME	VERSION	REPORT QUARTER			YEAR
PART A. WORK REGISTRANT AND ABAWD COUNTS DURING THE QUARTER (All Counties)		Month 1 (A)	Month 2 (B)	Month 3 (C)	Quarter Total (D)
1. New work registrants.....	1	2	3	4	
2. ABAWDs at beginning of the month.....	5	6	7	8	
3. ABAWDs exempt under the 15% criteria.....	9	10	11	12	
4. ABAWDs discontinued due to the ABAWD three month time limit.....	13	14	15	16	
5. ABAWDs discontinued from the Food Stamp Program.....	17	18	19	20	
PART B. FSET COMPONENT PLACEMENTS DURING THE QUARTER (FSET Counties Only)		Month 1 (A)	Month 2 (B)	Month 3 (C)	Quarter Total (D)
6. New job club participants placed (Item 6a plus 6b).....	21	22	23	24	
a. ABAWD placements.....	25	26	27	28	
b. Non-ABAWD placements.....	29	30	31	32	
7. New job search participants placed (Item 7a plus 7b).....	33	34	35	36	
a. ABAWD placements.....	37	38	39	40	
b. Non-ABAWD placements.....	41	42	43	44	
8. New workfare participants placed (Item 8a plus 8b).....	45	46	47	48	
a. ABAWD placements.....	49	50	51	52	
b. Non-ABAWD placements.....	53	54	55	56	
9. New self-initiated workfare participants placed (Item 9a plus 9b).....	57	58	59	60	
a. ABAWD placements.....	61	62	63	64	
b. Non-ABAWD placements.....	65	66	67	68	
10. New on-the-job training participants placed (Item 10a plus 10b).....	69	70	71	72	
a. ABAWD placements.....	73	74	75	76	
b. Non-ABAWD placements.....	77	78	79	80	

COUNTY NAME		REPORT QUARTER		YEAR	
PART B. FSET COMPONENT PLACEMENTS DURING THE QUARTER (FSET Counties Only) (Continued)		Month 1 (A)	Month 2 (B)	Month 3 (C)	Quarter Total (D)
11. New work experience participants placed (Item 11a plus 11b).....		81	82	83	84
a. ABAWD placements.....		85	86	87	88
b. Non-ABAWD placements.....		89	90	91	92
12. New vocational training participants placed (Item 12a plus 12b).....		93	94	95	96
a. ABAWD placements.....		97	98	99	100
b. Non-ABAWD placements.....		101	102	103	104
13. New education participants placed (Item 13a plus 13b).....		105	106	107	108
a. ABAWD placements.....		109	110	111	112
b. Non-ABAWD placements.....		113	114	115	116
14. New participants placed in other components (Item 14a plus 14b).....		117	118	119	120
a. ABAWD placements.....		121	122	123	124
b. Non-ABAWD placements.....		125	126	127	128
PART C. FSET COMPONENT PLACEMENTS AND PARTICIPATION DURING THE QUARTER (FSET Counties Only)		Month 1 (A)	Month 2 (B)	Month 3 (C)	Quarter Total (D)
15. Total number of new placements in all component categories (Item 15a plus 15b).....		129	130	131	132
a. ABAWD placements (Add Items 6a through 14a).....		133	134	135	136
b. Non-ABAWD placements (Add Items 6b through 14b).....		137	138	139	140
16. Total number of new individuals placed in FSET components (Item 16a plus 16b).....		141	142	143	144
a. ABAWD individuals.....		145	146	147	148
b. Non-ABAWD individuals.....		149	150	151	152
17. Total number of component months in FSET activities (Item 17a plus 17b).....		153	154	155	156
a. ABAWD participant months.....		157	158	159	160
b. Non-ABAWD participant months.....		161	162	163	164
COMMENTS					
CONTACT PERSON (Print)		TELEPHONE	EXTENSION	DATE COMPLETED	
TITLE/CLASSIFICATION		FAX	EMAIL		

**FOOD STAMP PROGRAM WORK REGISTRANT,
ABLE-BODIED ADULTS WITHOUT DEPENDENTS (ABAWD), AND
FOOD STAMP EMPLOYMENT AND TRAINING (FSET) PROGRAM CASELOAD REPORT
STAT 47 (4/06)**

INSTRUCTIONS

CONTENT

The quarterly STAT 47 report contains statistical information concerning California's Nonassistance Food Stamp (NAFS) recipients: monthly caseload data, the ABAWD population, and the work registrant population both in county-administered FSET programs and non-FSET counties. This data collection is required by the Food Stamp Act of 1977, as amended by Public Law 104-193 in 1996.

Report form and instructions can be viewed or printed from the California Department of Social Services (CDSS), Research and Data Reports (RADR), website at <http://www.cdss.ca.gov/research/>. Quarterly statewide and county-specific data reports are also available on the website.

PURPOSE

STAT 47 data is used by the United States Department of Agriculture (USDA), Food and Nutrition Service, to monitor Food Stamp work registrants, ABAWDs, and the FSET population. This report provides county, state, and federal entities with information needed for budgeting, staffing, program planning, and other purposes.

COMPLETION AND SUBMISSION

The County Welfare Department (CWD) is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the CWD and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy.

Reports are due on or before the 15th working day of the month following the end of the report quarter. This report may be submitted via email or in hard copy:

Email submission: Download an Excel version of the report form from <http://www.cdss.ca.gov/dssdb/> to your PC desktop, complete the downloaded report form, and email to the CDSS, Data Systems and Survey Design Bureau (DSSDB). This email submission process contains automatic computation of some cells and easy email transmission of completed report forms to DSSDB; the website contains specific instructions and guidance.

Hard copy submission: If email submission is not possible, complete a paper copy of the report form and fax or mail to:

California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430

FAX: (916) 657-2074

If you have questions regarding this report, contact the Data Systems and Survey Design Bureau at (916) 651-8269.

GENERAL INSTRUCTIONS

Select in the drop down boxes provided near the top of the form the county name, the report quarter (e.g., Oct-Dec, Jan-Mar, Apr-Jun, or Jul-Sep) and then select the year.

Enter the data required for each item. If there is no data to report for an item, enter “0”. **Do not leave any items blank.**

Enter in the boxes at the end of the form the contact person’s name, job title or classification, telephone number, fax number, and email address in case there are questions about the report. The contact person may or may not be the person who completed the report. Enter the date the report was completed.

DEFINITIONS

ABAWD: A NAFS recipient who is 18 through 49 years of age and who must meet the federal ABAWD work requirement in order to remain eligible for Food Stamps.

Federal Fiscal Year: The federal fiscal year (FFY) is from October 1 through September 30 of the following year. The first quarter of the FFY is from October 1 through December 31 of the same year.

Food Stamp Work Registrant: A Food Stamp applicant or recipient who does not qualify for any of the work registration exemptions in MPP Section 63-407.21. (Applicable to all counties.)

FSET Component: A service, activity, or program designed to help recipients gain skills, training, or work experience. Components can consist of “work” and/or “non-work” activities including but not limited to: Job Search, Job Club, Vocational Training, Education, Workfare, 30-day Workfare Job Search, Self-Initiated Workfare, Work Experience, and On-the-Job Training.

FSET County: A county that offers a State approved FSET program.

FSET Participant: A Food Stamp applicant or recipient who is neither exempt from work registration, nor deferred from FSET and who is participating in an FSET component assigned by the county. (Applicable to FSET counties only.)

Non-ABAWD: An individual who is exempt from the ABAWD work requirement because he/she is:

- 1) Under age 18 or 50 years of age or older; or
- 2) Pregnant; or
- 3) Resides in a Food Stamp household that contains a dependent child under 18 years of age, even if the child is not eligible for Food Stamps; or
- 4) Meets the work registration exemptions at MPP 63-407.21.

Non-Qualifying FSET Component: A FSET component that does not satisfy the ABAWD work rule (e.g., stand-alone job search).

Waived Area: A county or geographic area that the United States Department of Agriculture, Food and Nutrition Services has waived from the ABAWD work requirement. Waiver criteria include having a recent unemployment rate above 10 percent, or an unemployment rate 20 percent greater than the national average over a two-year period, or United States Department of Labor designation as a Labor Surplus Area.

ITEM INSTRUCTIONS

All counties must complete Part A and FSET counties must complete Parts A, B, and C.

Throughout the report form, counties using the Automated Excel version will not complete Quarter Total Column D: it will be automatically calculated. This includes Cells 4, 8, 12, 16, 20, 24, 28, 32, 36, 40, 44, 48, 52, 56, 60, 64, 68, 72, 76, 80, 84, 88, 92, 96, 100, 104, 108, 112, 116, 120, 124, 128, 132, 136, 140, 144, 148, 152, 156, 160, and 164. Counties not using the Automated Form must complete Quarter Total Column D.

PART A. WORK REGISTRANT AND ABAWD COUNTS DURING THE QUARTER (All Counties)

All counties, both FSET and non-FSET, must report the ABAWD population. This includes counties with an approved ABAWD waiver.

1. **New work registrants:** *(Skip Cell 4 if completing the automated Excel version.)* Enter the monthly and quarterly count of all new Food Stamp work registrants. This is an unduplicated count; an individual is counted as work registered only once during a federal fiscal year **(October 1 through September 30)**. *[Cells 1 – 4]*

Note: Part A. Item 1 counts “new” work registrants for the report month. All persons who do not qualify for a work registration exemption must be work registered.

2. **ABAWDs at beginning of the month:** *(Skip Cell 8 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWDs in the county on the first day of each month. Include all ABAWDs who are not exempt from the ABAWD work requirement in accordance with MPP Section 63-410 even if the county is a waived area. All counties must report ABAWDs at the beginning of the month. *[Cells 5 – 8]*
3. **ABAWDs exempt under the 15% criteria:** *(Skip Cell 12 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWDs that are currently exempted under the county’s 15% criteria. *[Cells 9 – 12]*

Note: States are permitted to exempt 15 percent of the ABAWD population in danger of losing Food Stamp eligibility due to not meeting the ABAWD work rule. Each county receives an annual allocation of 15% ABAWD exemptions based on its NAFS caseload. *On Table 1B of the Annual FSET Plan, each county enters their criteria for applying the 15% exemption.* (Applicable to all counties.)

4. **ABAWDs discontinued due to the ABAWD three month time limit:** *(Skip Cell 16 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWDs discontinued due to exhaustion of the ABAWD time limit during the report quarter. *[Cells 13 – 16]*

Note: ABAWDs cannot receive Food Stamps for more than three full benefit months within a 36-month period, unless he/she satisfies the ABAWD work requirement or qualifies for one of the ABAWD exemptions. Within the 36-month period, an individual who regains eligibility and stops meeting the ABAWD requirement for reasons such as layoff may receive Food Stamps for one additional period of three consecutive months.

5. **ABAWDs discontinued from the Food Stamp Program:** *(Skip Cell 20 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWDs discontinued from the Food Stamp program for all reasons during the report quarter. *[Cells 17 – 20]*

ITEM INSTRUCTIONS (Continued)**PART B. FSET COMPONENT PLACEMENTS DURING THE QUARTER (FSET Counties Only)**

Part B lists federally approved FSET components offered by the county and documents the number of Food Stamp applicants/recipients who are placed in each component. Each count in a. (ABAWD) is an ABAWD placed in a component and each count in b. (Non-ABAWD) is all other participants placed in a component.

6. New job club participants placed (Item 6a plus 6b): *(Skip Cells 21 - 24 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 6a and Item 6b. *[Cells 21 – 24]*
 - a. ABAWD placements: *(Skip Cell 28 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 25 – 28]*
 - b. Non-ABAWD placements: *(Skip Cell 32 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 29 – 32]*
7. New job search participants placed (Item 7a plus 7b): *(Skip Cells 33 - 36 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 7a and Item 7b. *[Cells 33 – 36]*
 - a. ABAWD placements: *(Skip Cell 40 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 37 – 40]*
 - b. Non-ABAWD placements: *(Skip Cell 44 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 41 – 44]*
8. New workfare participants placed (Item 8a plus 8b): *(Skip Cells 45 - 48 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 8a and Item 8b. *[Cells 45 – 48]*
 - a. ABAWD placements: *(Skip Cell 52 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 49 – 52]*
 - b. Non-ABAWD placements: *(Skip Cell 56 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 53 – 56]*
9. New self-initiated workfare participants placed (Item 9a plus 9b): *(Skip Cells 57 - 60 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 9a and Item 9b. *[Cells 57 – 60]*
 - a. ABAWD placements: *(Skip Cell 64 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 61 – 64]*
 - b. Non-ABAWD placements: *(Skip Cell 68 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 65 – 68]*

ITEM INSTRUCTIONS (Continued)**PART B. FSET COMPONENT PLACEMENTS DURING THE QUARTER (FSET Counties Only)
(Continued)**

10. New on-the-job training participants placed (Item 10a plus 10b): *(Skip Cells 69 - 72 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 10a and Item 10b. *[Cells 69 – 72]*
 - a. ABAWD placements: *(Skip Cell 76 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 73 – 76]*
 - b. Non-ABAWD placements: *(Skip Cell 80 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 77 – 80]*
11. New work experience participants placed (Item 11a plus 11b): *(Skip Cells 81 - 84 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 11a and Item 11b. *[Cells 81 – 84]*
 - a. ABAWD placements: *(Skip Cell 88 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 85 – 88]*
 - b. Non-ABAWD placements: *(Skip Cell 92 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 89 – 92]*
12. New vocational training participants placed (Item 12a plus 12b): *(Skip Cells 93 - 96 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 12a and Item 12b. *[Cells 93 – 96]*
 - a. ABAWD placements: *(Skip Cell 100 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 97 – 100]*
 - b. Non-ABAWD placements: *(Skip Cell 104 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 101 – 104]*
13. New education participants placed (Item 13a plus 13b): *(Skip Cells 105 - 108 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in this component category during the report quarter. This is the sum of Item 13a and Item 13b. *[Cells 105 – 108]*
 - a. ABAWD placements: *(Skip Cell 112 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 109 – 112]*
 - b. Non-ABAWD placements: *(Skip Cell 116 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 113 – 116]*

ITEM INSTRUCTIONS (Continued)**PART B. FSET COMPONENT PLACEMENTS DURING THE QUARTER (Continued)**

14. New participants placed in other components (Item 14a plus 14b): *(Skip Cells 117 - 120 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of participants newly placed in component categories not listed above, during the report quarter. This is the sum of Item 14a and Item 14b. In the Comments section below, specify the other components and the number of ABAWD and Non-ABAWD participants placed in each. *[Cells 117 – 120]*
- a. ABAWD placements: *(Skip Cell 124 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD placements. *[Cells 121 – 124]*
- b. Non-ABAWD placements: *(Skip Cell 128 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD placements. *[Cells 125 – 128]*

PART C. FSET COMPONENT PLACEMENTS AND PARTICIPATION DURING THE QUARTER (FSET Counties Only)

15. Total number of new placements in all component categories (Item 15a plus 15b): *(Skip Cells 129 - 132 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of FSET participants who are newly placed in an FSET component (include applicant placements). This is a count of new component placements not individuals. Each new participant should be counted once for each component placement after he/she begins a specific component. This is the sum of Item 15a and 15b. *[Cells 129 – 132]*
- a. ABAWD placements (Add Items 6a through 14a): *(Skip Cells 133 - 136 if completing the automated Excel version: these cells will automatically calculate using Items 6a through 14a.)* Enter the monthly and quarterly count of ABAWD participants. *[Cells 133 – 136]*
- b. Non-ABAWD placements (Add Items 6b through 14b): *(Skip Cells 137 - 140 if completing the automated Excel version: these cells will automatically calculate using Items 6b through 14b.)* Enter the monthly and quarterly count of Non-ABAWD participants. *[Cells 137 – 140]*
16. Total number of new individuals placed in FSET components (Item 16a plus 16b): *(Skip Cells 141 - 144 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of individuals newly placed in component categories. This is the sum of Item 16a and Item 16b. *[Cells 141 – 144]*
- Note:** Count the number of FSET participants and recipients who newly participated in at least one FSET component. This is an unduplicated count of individuals; each person is counted only once in Item 16 during each FFY, regardless of the number of components in which he/she has participated.
- a. ABAWD individuals: *(Skip Cell 148 if completing the automated Excel version.)* Enter the total monthly and quarterly count of ABAWD participants. *[Cells 145 – 148]*
- b. Non-ABAWD individuals: *(Skip Cell 152 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD participants. *[Cells 149 – 152]*

ITEM INSTRUCTIONS (Continued)**PART C. FSET COMPONENT PLACEMENTS AND PARTICIPATION DURING THE QUARTER
(FSET Counties Only) (Continued)**

17. Total number of component months in FSET activities (Item 17a plus 17b): *(Skip Cells 153 - 156 if completing the automated Excel version: these cells will be automatically calculated.)* Enter the monthly and quarterly total of component months. This is the sum of Item 17a and Item 17b. *[Cells 153 – 156]*

Note: This is an ongoing count of component months. If a person participates in a component for three months, then that person's participation would be counted three times for the quarter, once for each month in either the ABAWD or Non-ABAWD categories.

- a. ABAWD participant months: *(Skip Cell 160 if completing the automated Excel version.)* Enter the monthly and quarterly count of ABAWD participant months. *[Cells 157 – 160]*
- b. Non-ABAWD participant months: *(Skip Cell 164 if completing the automated Excel version.)* Enter the monthly and quarterly count of Non-ABAWD participant months, including ABAWDs in non-qualifying components. *[Cells 161 – 164]*

COMMENTS

Use the Comments section to:

- Explain any major fluctuations in data.
- Explain any adjustment entries.
- Provide information as directed in the report instructions.
- Provide any other comments the county determines necessary.

FOOD STAMP PROGRAM WORK REGISTRANT, ABLE-BODIED ADULTS WITHOUT DEPENDENTS (ABAWD), AND FOOD STAMP EMPLOYMENT AND TRAINING (FSET) PROGRAM CASELOAD REPORT (STAT 47)

VALIDATION RULES AND EDITS

PART A. WORK REGISTRANT AND ABAWD COUNTS DURING THE QUARTER (All Counties)

- CELL 4: Cell 4 must equal to (Cell 1 plus Cell 2 plus Cell 3)
 CELL 8: Cell 8 must equal to (Cell 5 plus Cell 6 plus Cell 7)
 CELL 12: Cell 12 must equal to (Cell 9 plus Cell 10 plus Cell 11)
 CELL 16: Cell 16 must equal to (Cell 13 plus Cell 14 plus Cell 15)
 CELL 20: Cell 20 must equal to (Cell 17 plus Cell 18 plus Cell 19)

PART B. FSET COMPONENT PLACEMENTS DURING THE QUARTER (FSET Counties Only)

- CELL 21: Cell 21 must equal to (Cell 25 plus Cell 29)
 CELL 22: Cell 22 must equal to (Cell 26 plus Cell 30)
 CELL 23: Cell 23 must equal to (Cell 27 plus Cell 31)
 CELL 24: Cell 24 must equal to (Cell 28 plus Cell 32)
 Cell 24 must equal to (Cell 21 plus Cell 22 plus Cell 23)
 CELL 28: Cell 28 must equal to (Cell 25 plus Cell 26 plus Cell 27)
 CELL 32: Cell 32 must equal to (Cell 29 plus Cell 30 plus Cell 31)
 CELL 33: Cell 33 must equal to (Cell 37 plus Cell 41)
 CELL 34: Cell 34 must equal to (Cell 38 plus Cell 42)
 CELL 35: Cell 35 must equal to (Cell 39 plus Cell 43)
 CELL 36: Cell 36 must equal to (Cell 40 plus Cell 44)
 Cell 36 must equal to (Cell 33 plus Cell 34 plus Cell 35)
 CELL 40: Cell 40 must equal to (Cell 37 plus Cell 38 plus Cell 39)
 CELL 44: Cell 44 must equal to (Cell 41 plus Cell 42 plus Cell 43)
 CELL 45: Cell 45 must equal to (Cell 49 plus Cell 53)
 CELL 46: Cell 46 must equal to (Cell 50 plus Cell 54)
 CELL 47: Cell 47 must equal to (Cell 51 plus Cell 55)
 CELL 48: Cell 48 must equal to (Cell 52 plus Cell 56)
 Cell 48 must equal to (Cell 45 plus Cell 46 plus Cell 47)
 CELL 52: Cell 52 must equal to (Cell 49 plus Cell 50 plus Cell 51)
 CELL 56: Cell 56 must equal to (Cell 53 plus Cell 54 plus Cell 55)
 CELL 57: Cell 57 must equal to (Cell 61 plus Cell 65)
 CELL 58: Cell 58 must equal to (Cell 62 plus Cell 66)
 CELL 59: Cell 59 must equal to (Cell 63 plus Cell 67)
 CELL 60: Cell 60 must equal to (Cell 64 plus Cell 68)
 Cell 60 must equal to (Cell 57 plus Cell 58 plus Cell 59)
 CELL 64: Cell 64 must equal to (Cell 61 plus Cell 62 plus Cell 63)
 CELL 68: Cell 68 must equal to (Cell 65 plus Cell 66 plus Cell 67)
 CELL 69: Cell 69 must equal to (Cell 73 plus Cell 77)
 CELL 70: Cell 70 must equal to (Cell 74 plus Cell 78)
 CELL 71: Cell 71 must equal to (Cell 75 plus Cell 79)
 CELL 72: Cell 72 must equal to (Cell 76 plus Cell 80)
 Cell 72 must equal to (Cell 69 plus Cell 70 plus Cell 71)
 CELL 76: Cell 76 must equal to (Cell 73 plus Cell 74 plus Cell 75)
 CELL 80: Cell 80 must equal to (Cell 77 plus Cell 78 plus Cell 79)
 CELL 81: Cell 81 must equal to (Cell 85 plus Cell 89)
 CELL 82: Cell 82 must equal to (Cell 86 plus Cell 90)
 CELL 83: Cell 83 must equal to (Cell 87 plus Cell 91)
 CELL 84: Cell 84 must equal to (Cell 88 plus Cell 92)
 Cell 84 must equal to (Cell 81 plus Cell 82 plus Cell 83)
 CELL 88: Cell 88 must equal to (Cell 85 plus Cell 86 plus Cell 87)
 CELL 92: Cell 92 must equal to (Cell 89 plus Cell 90 plus Cell 91)
 CELL 93: Cell 93 must equal to (Cell 97 plus Cell 101)
 CELL 94: Cell 94 must equal to (Cell 98 plus Cell 102)
 CELL 95: Cell 95 must equal to (Cell 99 plus Cell 103)

CELL 96: Cell 96 must equal to (Cell 100 plus Cell 104)
Cell 96 must equal to (Cell 93 plus Cell 94 plus Cell 95)

CELL 100: Cell 100 must equal to (Cell 97 plus Cell 98 plus Cell 99)

CELL 104: Cell 104 must equal to (Cell 101 plus Cell 102 plus Cell 103)

CELL 105: Cell 105 must equal to (Cell 109 plus Cell 113)

CELL 106: Cell 106 must equal to (Cell 110 plus Cell 114)

CELL 107: Cell 107 must equal to (Cell 111 plus Cell 115)

CELL 108: Cell 108 must equal to (Cell 112 plus Cell 116)
Cell 108 must equal to (Cell 105 plus Cell 106 plus Cell 107)

CELL 112: Cell 112 must equal to (Cell 109 plus Cell 110 plus Cell 111)

CELL 116: Cell 116 must equal to (Cell 113 plus Cell 114 plus Cell 115)

CELL 117: Cell 117 must equal to (Cell 121 plus Cell 125)

CELL 118: Cell 118 must equal to (Cell 122 plus Cell 126)

CELL 119: Cell 119 must equal to (Cell 123 plus Cell 127)

CELL 120: Cell 120 must equal to (Cell 124 plus Cell 128)
Cell 120 must equal to (Cell 117 plus Cell 118 plus Cell 119)

CELL 124: Cell 124 must equal to (Cell 121 plus Cell 122 plus Cell 123)

CELL 128: Cell 128 must equal to (Cell 125 plus Cell 126 plus Cell 127)

PART C. FSET COMPONENT PLACEMENTS AND PARTICIPATION DURING THE QUARTER (FSET Counties Only)

CELL 129: Cell 129 must equal to (Cell 133 plus Cell 137)

CELL 130: Cell 130 must equal to (Cell 134 plus Cell 138)

CELL 131: Cell 131 must equal to (Cell 135 plus Cell 139)

CELL 132: Cell 132 must equal to (Cell 136 plus Cell 140)
Cell 132 must equal to (Cell 129 plus Cell 130 plus Cell 131)

CELL 133: Cell 133 must equal to (Cell 25 plus Cell 37 plus Cell 49 plus Cell 61 plus Cell 73 plus Cell 85 plus Cell 97 plus Cell 109 plus Cell 121)

CELL 134: Cell 134 must equal to (Cell 26 plus Cell 38 plus Cell 50 plus Cell 62 plus Cell 74 plus Cell 86 plus Cell 98 plus Cell 110 plus Cell 122)

CELL 135: Cell 135 must equal to (Cell 27 plus Cell 39 plus Cell 51 plus Cell 63 plus Cell 75 plus Cell 87 plus Cell 99 plus Cell 111 plus Cell 123)

CELL 136: Cell 136 must equal to (Cell 28 plus Cell 40 plus Cell 52 plus Cell 64 plus Cell 76 plus Cell 88 plus Cell 100 plus Cell 112 plus Cell 124)
Cell 136 must equal to (Cell 133 plus Cell 134 plus Cell 135)

CELL 137: Cell 137 must equal to (Cell 29 plus Cell 41 plus Cell 53 plus Cell 65 plus Cell 77 plus Cell 89 plus Cell 101 plus Cell 113 plus Cell 125)

CELL 138: Cell 138 must equal to (Cell 30 plus Cell 42 plus Cell 54 plus Cell 66 plus Cell 78 plus Cell 90 plus Cell 102 plus Cell 114 plus Cell 126)

CELL 139: Cell 139 must equal to (Cell 31 plus Cell 43 plus Cell 55 plus Cell 67 plus Cell 79 plus Cell 91 plus Cell 103 plus Cell 115 plus Cell 127)

CELL 140: Cell 140 must equal to (Cell 32 plus Cell 44 plus Cell 56 plus Cell 68 plus Cell 80 plus Cell 92 plus Cell 104 plus Cell 116 plus Cell 128)
Cell 140 must equal to (Cell 137 plus Cell 138 plus Cell 139)

CELL 141: Cell 141 must equal to (Cell 145 plus Cell 149)

CELL 142: Cell 142 must equal to (Cell 146 plus Cell 150)

CELL 143: Cell 143 must equal to (Cell 147 plus Cell 151)

CELL 144: Cell 144 must equal to (Cell 148 plus Cell 152)
Cell 144 must equal to (Cell 141 plus Cell 142 plus Cell 143)

CELL 148: Cell 148 must equal to (Cell 145 plus Cell 146 plus Cell 147)

CELL 152: Cell 152 must equal to (Cell 149 plus Cell 150 plus Cell 151)

CELL 153: Cell 153 must equal to (Cell 157 plus Cell 161)

CELL 154: Cell 154 must equal to (Cell 158 plus Cell 162)

CELL 155: Cell 155 must equal to (Cell 159 plus Cell 163)

CELL 156: Cell 156 must equal to (Cell 160 plus Cell 164)
Cell 156 must equal to (Cell 153 plus Cell 154 plus Cell 155)

CELL 160: Cell 160 must equal to (Cell 157 plus Cell 158 plus Cell 159)

CELL 164: Cell 164 must equal to (Cell 161 plus Cell 162 plus Cell 163)

Annual Work Registrant and Food Stamp Employment and Training (FSET) Program Caseload Report

SUBMIT THIS REPORT FORM VIA EMAIL
(see <http://www.cdss.ca.gov/dssdb/>)
OR SEND ONE COPY TO:
California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430
FAX: (916) 657-2074

COUNTY NAME	VERSION	REPORT DATE October 1	YEAR
PART A. FOOD STAMP WORK REGISTRATION STATUS ON OCTOBER 1 (All Counties)			October 1
1. Food Stamp work registrants on October 1.....			1.
2. Food Stamp work registrants who held a deferral status on October 1.....			2.
3. FSET mandatory participants on October 1 (Item 1 minus Item 2).....			3.
PART B. FSET COMPONENT PLACEMENTS ON OCTOBER 1 (FSET Counties Only)			October 1
4. Job club participants on October 1 (Item 4a plus Item 4b).....			4.
a. ABAWD participants.....			5.
b. Non-ABAWD participants.....			6.
5. Job search participants on October 1 (Item 5a plus Item 5b).....			7.
a. ABAWD participants.....			8.
b. Non-ABAWD participants.....			9.
6. Workfare participants on October 1 (Item 6a plus Item 6b).....			10.
a. ABAWD participants.....			11.
b. Non-ABAWD participants.....			12.
7. Self-initiated workfare participants on October 1 (Item 7a plus Item 7b).....			13.
a. ABAWD participants.....			14.
b. Non-ABAWD participants.....			15.
8. On-the-job-training participants on October 1 (Item 8a plus Item 8b).....			16.
a. ABAWD participants.....			17.
b. Non-ABAWD participants.....			18.
9. Work experience participants on October 1 (Item 9a plus Item 9b).....			19.
a. ABAWD participants.....			20.
b. Non-ABAWD participants.....			21.
10. Vocational training participants on October 1 (Item 10a plus Item 10b).....			22.
a. ABAWD participants.....			23.
b. Non-ABAWD participants.....			24.
11. Education participants on October 1 (Item 11a plus Item 11b).....			25.
a. ABAWD participants.....			26.
b. Non-ABAWD participants.....			27.
12. Participants in other components on October 1 (Item 12a plus Item 12b).....			28.
a. ABAWD participants.....			29.
b. Non-ABAWD participants.....			30.
13. Total number of participants in all component categories on October 1 (Item 13a plus Item 13b).....			31.
a. ABAWD participants (Add Items 4a through 12a).....			32.
b. Non-ABAWD participants (Add Items 4b through 12b).....			33.
COMMENTS			
CONTACT PERSON (Print)		TELEPHONE	EXTENSION
TITLE/CLASSIFICATION		FAX	EMAIL
DATE COMPLETED			

**ANNUAL WORK REGISTRANT AND
FOOD STAMP EMPLOYMENT AND TRAINING (FSET)
PROGRAM CASELOAD REPORT
STAT 48 (10/06)**

INSTRUCTIONS

CONTENT

The annual STAT 48 report contains statistical information concerning California's Nonassistance Food Stamp (NAFS) recipients. This form collects point-in-time FSET caseload, and work registrant population data in county-administered FSET programs. This data collection is required by the Food Stamp Act of 1977, as amended by Public Law 104-193 in 1996.

Report form and instructions can be viewed or printed from the California Department of Social Services (CDSS), Research and Data Reports (RADR), website at <http://www.cdss.ca.gov/research/>. Annual statewide and county-specific data is also available on the website.

PURPOSE

The STAT 48 data is used by the United States Department of Agriculture, Food and Nutrition Service, to track Food Stamp work registrants and the FSET program population. This report provides county, state, and federal entities with information needed for budgeting, staffing, program planning, and other purposes.

COMPLETION AND SUBMISSION

The County Welfare Department (CWD) is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the CWD and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy.

Reports are due on or before November 15th each year. This report may be submitted via email or in hard copy:

Email submission: Download an Excel version of the report form from <http://www.cdss.ca.gov/dssdb/> to your PC desktop, complete the downloaded report form, and email to the CDSS, Data Systems and Survey Design Bureau (DSSDB). This email submission process contains automatic computation of some cells and easy email transmission of completed report forms to DSSDB; the website contains specific instructions and guidance.

Hard copy submission: If email submission is not possible, complete a paper copy of the report form and fax or mail to:

California Department of Social Services
Data Systems and Survey Design Bureau, M.S. 9-081
P.O. Box 944243
Sacramento, CA 94244-2430

FAX: (916) 657-2074

If you have questions regarding this report, contact the Data Systems and Survey Design Bureau at (916) 651-8269.

GENERAL INSTRUCTIONS

Select in the drop down boxes provided near the top of the form the county name and the year. (The report month and day are pre-filled.)

Enter the data required for each item. If there is nothing to report for an item, enter “0”. **Do not leave any item blank.**

Enter in the boxes at the end of the form the contact person's name, job title or classification, telephone number, fax number, and email address in case there are questions about the report. The contact person may or may not be the person who completed the report. Enter the date the report was completed.

DEFINITIONS

ABAWD: A NAFS recipient who is 18 through 49 years of age and who must meet the federal ABAWD work requirement in order to remain eligible for Food Stamps.

Federal Fiscal Year: The federal fiscal year (FFY) is from October 1 through September 30 of the following year.

Food Stamp Work Registrant: A Food Stamp applicant or recipient who does not qualify for any of the work registration exemptions in MPP Section 63-407.21. (Applicable to all counties.)

FSET Component: A service, activity, or program designed to help recipients gain skills, training, or work experience. Components can consist of “work” and/or “non-work” activities including but not limited to: Job Search, Job Club, Vocational Training, Education, Workfare, 30-day Workfare Job Search, Self-Initiated Workfare, Work Experience, and On-the-Job Training.

FSET County: A county that offers a State approved FSET program.

FSET Participant: A Food Stamp applicant or recipient who is neither exempt from work registration, nor deferred from FSET and who is participating in an FSET component assigned by the county. (Applicable to FSET counties only.)

Non-ABAWD: An individual who is exempt from the ABAWD work requirement because he/she is:

- 1) Under age 18 or 50 years of age or older; or
- 2) Pregnant; or
- 3) Resides in a Food Stamp household that contains a dependent child under 18 years of age, even if the child is not eligible for Food Stamps; or
- 4) Meets the work registration exemptions at MPP 63-407.21.

Non-Qualifying FSET Component: A FSET component that does not satisfy the ABAWD work rule (e.g., stand-alone job search).

ITEM INSTRUCTIONS**PART A. FOOD STAMP WORK REGISTRATION STATUS ON OCTOBER 1 (All Counties)**

Enter the total number of placements in an FSET component (include applicant placements) on October 1. This is a duplicated count of participants. Each participant should be counted once for each component placement after he/she begins a specific component.

ITEM INSTRUCTIONS (Continued)**PART A. FOOD STAMP WORK REGISTRATION STATUS ON OCTOBER 1 (All Counties)**

1. Food Stamp work registrants on October 1: Enter the number of persons who are work registered on October 1. [Cell 1]
2. Food Stamp work registrants who held a deferral status on October 1: Enter the total number of work registrants, new and continuing, who held a deferral from FSET participation on October 1. [Cell 2]
3. FSET mandatory participants on October 1 (Item 1 minus Item 2): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the difference between the number of work registrants and the number of work registrants who were deferred from FSET participation on October 1. [Cell 3]
4. Job club participants on October 1 (Item 4a plus Item 4b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 4]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 5]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 6]
5. Job search participants on October 1 (Item 5a plus Item 5b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 7]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 8]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 9]
6. Workfare participants on October 1 (Item 6a plus Item 6b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 10]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 11]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 12]
7. Self-initiated workfare participants on October 1 (Item 7a plus Item 7b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 13]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 14]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 15]
8. On-the-job-training participants on October 1 (Item 8a plus Item 8b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 16]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 17]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 18]

ITEM INSTRUCTIONS (Continued)**PART B. FSET COMPONENT PLACEMENTS ON OCTOBER 1 (FSET Counties Only)**

9. Work experience participants on October 1 (Item 9a plus Item 9b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 19]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 20]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 21]
10. Vocational training participants on October 1 (Item 10a plus Item 10b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 22]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 23]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 24]
11. Education participants on October 1 (Item 11a plus Item 11b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in this component category on October 1. [Cell 25]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 26]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 27]
12. Participants in other components on October 1 (Item 12a plus 12b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total persons participating in component categories on October 1. In the Comments section below, specify the other components and the number of ABAWD and Non-ABAWD participants placed in each. [Cell 28]
 - a. ABAWD participants: Enter the October 1 count of ABAWD participants. [Cell 29]
 - b. Non-ABAWD participants: Enter the October 1 count of Non-ABAWD participants. [Cell 30]
13. Total number of participants in all component categories on October 1 (Item 13a plus Item 13b): Skip this item if completing the automated Excel version: it will be automatically calculated. Enter the total number of placements in an FSET component (include applicant placements) on October 1. This is a duplicated count of participants. Each participant should be counted once for each component placement after he/she begins a specific component. [Cell 31]
 - a. ABAWD participants (Add Items 4a through 12a): Enter the October 1 count of total ABAWD participants. [Cell 32]
 - b. Non-ABAWD participants (Add Items 4b through 12b): Enter the October 1 count of total Non-ABAWD participants. [Cell 33]

COMMENTS

Use the Comments section to:

- Explain any major fluctuations in data.
- Explain any adjustment entries.
- Provide information as directed in the report instructions.
- Provide any other comments the county determines necessary.

ANNUAL WORK REGISTRANT AND FOOD STAMP EMPLOYMENT AND TRAINING (FSET) PROGRAM CASELOAD REPORT (STAT 48)

VALIDATION RULES AND EDITS

PART A. FOOD STAMP WORK REGISTRATION STATUS ON OCTOBER 1 (All Counties)

CELL 3: Cell 3 must equal to (Cell 1 minus Cell 2)

PART B. FSET COMPONENT PLACEMENTS ON OCTOBER 1 (FSET Counties Only)

CELL 4: Cell 4 must equal to (Cell 5 plus Cell 6)

CELL 7: Cell 7 must equal to (Cell 8 plus Cell 9)

CELL 10: Cell 10 must equal to (Cell 11 plus Cell 12)

CELL 13: Cell 13 must equal to (Cell 14 plus Cell 15)

CELL 16: Cell 16 must equal to (Cell 17 plus Cell 18)

CELL 19: Cell 19 must equal to (Cell 20 plus Cell 21)

CELL 22: Cell 22 must equal to (Cell 23 plus Cell 24)

CELL 25: Cell 25 must equal to (Cell 26 plus Cell 27)

CELL 28: Cell 28 must equal to (Cell 29 plus Cell 30)

CELL 31: Cell 31 must equal to (Cell 32 plus Cell 33)

CELL 32: Cell 32 must be equal to (Cell 5 plus Cell 8 plus Cell 11 plus Cell 14 plus Cell 17 plus Cell 20 plus Cell 23 plus Cell 26 plus Cell 29)

CELL 33: Cell 33 must be equal to (Cell 6 plus Cell 9 plus Cell 12 plus Cell 15 plus Cell 18 plus Cell 21 plus Cell 24 plus Cell 27 plus Cell 30)