



CDSS

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DEPARTMENT OF SOCIAL SERVICES

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EDMUND G. BROWN JR.
GOVERNOR

June 25, 2013

ALL COUNTY INFORMATION NOTICE NO. I-31-13

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALWORKS PROGRAM SPECIALISTS
ALL WELFARE-TO-WORK COORDINATORS
ALL COUNTY REFUGEE COORDINATORS
ALL COUNTY CALFRESH SPECIALISTS
ALL CONSORTIA REPRESENTATIVES
ALL TRIBAL TANF ADMINISTRATORS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO
KIDS (CALWORKS): SENATE BILL (SB) 1041 REENGAGEMENT
REQUIREMENTS AND THE OPTIONAL NEW YOUNG CHILD EXEMPTION

REFERENCE: SB 1041 (CHAPTER 47, STATUTES OF 2012), ALL COUNTY LETTERS
(ACL) 12-53, 12-67, 12-69, 13-01, AND 12-72.

The purpose of this All County Information Notice (ACIN) is to highlight some key implementation components of the reengagement of clients exempt from participation under the short-term young child exemptions, originally implemented by Assembly Bill (AB) X4 4, and the availability of a new young child exemption for a parent or caretaker relative who has primary responsibility for personally providing care to one child from birth through 23 months of age. The intent is to ensure consistent implementation throughout the state. The elements discussed in this ACIN were also included in the following ACLs:

- CalWORKs Program: New CalWORKs Welfare-to-Work (WTW) 24-Month Time Clock (ACL 12-67)
- CalWORKs SB 1041 Extension of Short Term Changes and the New Young Child Exemption (ACL 12-72)
- Reengagement of CalWORKs Short-Term Exempt Individuals in WTW Activities (ACL 13-01)

Reengagement

ACL 13-01 provides instructions to counties on reengaging clients that were exempt under the AB X4 4 short-term young child exemption as of December 31, 2012. This exemption is no longer available beginning January 1, 2013; however, clients who met the requirements for this exemption in December 2012 are not required to participate until they are reengaged. The

REASON FOR THIS TRANSMITTAL

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

reengagement process and requirements are outlined in ACL 13-01. Clients may choose to reengage ahead of the counties sequencing plan. Requirements for this reengagement request are outlined in ACL 13-01.

Comprehensive Discussion:

Counties are reminded that a comprehensive discussion described in ACL 12-67 must also be provided to clients as part of their reengagement process. This comprehensive discussion must cover:

- The participation flexibility during the WTW 24-Month Time Clock period, including the elimination of the current core and non-core hourly requirements and the scope of activities that they may participate in;
- The change in the number of hours that are required to participate in WTW (when applicable);
- His or her ability to change their participation in WTW in accordance with the new rules (hours or activities, or both);
- The criteria for WTW exemptions;
- The conditions that allow a month to not count toward the WTW 24-Month Time Clock; and
- The post WTW 24-Month Time Clock participation requirements.

Current Volunteer Plans:

Per ACL 13-01, individuals who were exempt under the short-term young child rules as of December 31, 2012, will not be required to participate until the reengagement process begins. These individuals may continue to participate as volunteers if a WTW plan was signed before January 1, 2013. Counties shall honor these WTW plans and revise or develop new plans for these volunteers, as appropriate, until the county reengages the individual. The signing of a new plan as a volunteer does not meet the reengagement requirements and the client is not considered reengaged until the process outlined in ACL 13-01 is completed.

Reengagement Process:

The reengagement process is outlined in ACL 13-01 and requirements include:

- Providing the client with a Reengagement Informing Notice (CW 2206) at least 60 days prior to beginning the client's reengagement process;
- Providing the client with a reengagement evaluation notice at least 30 days prior to the client's appointment or the date that the county requires any documentation or verification from the client when not required to attend an appointment;
- Engaging in a third contact with the client to ensure that the client is able to attend his or her evaluation appointment, or submit necessary verification. For clients not required to attend an in-person appointment, the third contact must also include the comprehensive discussion as outlined in ACL 12-67; and
- Conducting a reengagement evaluation with the client that includes the requirements outlined in ACL 13-01.

The client is considered reengaged when the client has signed a WTW plan and the provision of necessary supportive services pursuant to Welfare and Institutions Code Section 11323.2 is met. The WTW plan includes a newly revised form entitled Welfare-to-Work Plan Activity Assignment Sheet (12/12, WTW 2). Per ACL 12-67, counties that are not able to use the new revised WTW 2 before it is automated may use the WTW 2 (12/05) version and include the following information in the "Additional Comments" section of the form:

- Notation that the client has been informed of the new participation requirements, and that he or she understands the participation options within the WTW 24-Month Time Clock;
- Notation that the client has been informed of the conditions that would allow a month to not count toward the WTW 24-Month Time Clock;
- Notation on whether the plan does or does not meet the new state standards that mirror federal participation requirements; and
- The post-WTW 24-Month Time Clock participation requirements and the consequences of not meeting those requirements.

New Young Child Exemption

ACL 12-72 provided information regarding the new young child exemption created under SB 1041. This exemption is a one-time young child exemption for a parent or caretaker relative who has primary responsibility for personally providing care to one child from birth through 23 months of age. Counties are reminded that this exemption is a once-in-a-lifetime option and is at the discretion of the client. This means that a client who has a child between zero and 23 months of age on January 1, 2013, has the option to reserve his or her right to use it for the caregiving of a future child (or to exercise it at a later date with respect to that existing child). Anyone who was exempt under the AB X4 4 young child exemption on December 31, 2012, should not be offered this exemption until he/she is in the reengagement process. Information regarding this reengagement process is included in ACL 13-01.

If you have any program policy questions regarding the information in this letter, please contact your CDSS Employment Bureau county consultant at (916) 654-2137.

Sincerely,

Original Document Signed By:

KÄREN DICKERSON, Chief
CalWORKs Employment and Eligibility Branch