

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



August 1, 2001

ALL COUNTY LETTER NO. 01-52

TO: ALL COUNTY WELFARE DIRECTORS
ALL CalWORKs PROGRAM SPECIALISTS

REASON FOR THIS TRANSMITTAL

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

SUBJECT: INCREASES TO THE MAXIMUM AID PAYMENT (MAP) AND MINIMUM BASIC STANDARD OF ADEQUATE CARE (MBSAC) LEVELS IN THE CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) PROGRAM

REFERENCE: WELFARE & INSTITUTIONS CODE SECTIONS 11450, 11452 AND 11453

The purpose of this letter is to inform you of increases to the MAP and MBSAC levels in the CalWORKs program effective October 1, 2001. The increases are due to provisions in law that call for an annual Cost-of-Living Adjustment (COLA). This year's COLA increases the MAP and MBSAC by 5.31 percent.

The new MBSAC amounts will affect only families that apply for CalWORKs on or after October 1, 2001. The increased amounts in the In-Kind Income portion of the tables affect both recipients and new applicants of CalWORKs who state they earn or receive in-kind income for any of the need items listed on this table. The new MAP levels are used in determining the aid payments for October 2001, and subsequent months. The new CalWORKs Payments Standards tables for Region 1 and Region 2 are included in Attachments 1A and 1B, and are provided to assist in implementing the changes.

CalWORKs and Food Stamp Mass Informing Notice

Attachments 2A and 2B provide the mass informing stuffers you should use to notify CalWORKs recipients of the new MAP levels. Attachment 2A is designed for residents of Region 1, and 2B for Region 2 residents. These stuffers provide information about changes in cash aid standards and serve as advance notification to CalWORKs recipients. Both attachments contain language to inform households that food stamps may be reduced due to the increase in cash aid. In addition, the stuffer includes the State's toll free number for public inquiries. Those calling the number will hear a taped message concerning the changes and hearing rights associated with law changes. The taped message will be provided in English and Spanish. The stuffers must be sent to current CalWORKs recipients so they are received no later than October 1, 2001.

CalWORKs Notice of Action (NOA) Language

Attachment 3 provides a NOA for county use. Counties may, but are not legally required to, issue NOAs for increases in grants resulting solely from the law change.

Refugee Cash Assistance (RCA)

RCA recipients are to receive the COLA in the MBSAC and MAP, equivalent to the COLA provided to CalWORKs recipients.

Food Stamp Information

Adjustments in Food Stamp benefits resulting from cash aid changes are considered a mass change as provided in Manual of Policies and Procedures (MPP) 63-504.392. The mass informing stuffers provided in Attachments 2A and 2B contain the necessary information for advising Public Assistance Food Stamp households of benefit changes. An individual Notice of Change (DFA 377.4) is not required if the sole reason for the change in benefits is the MAP increase.

The following describes how to treat the CalWORKs MAP increase supplemental payment received by Food Stamp households:

For monthly reporting households subject to retrospective budgeting, if the County Welfare Department (CWD) sends a supplemental payment for the MAP increase in the month of October for the month of October, but did not have time to prospectively budget the supplemental payment, the CWD must retrospectively budget the October supplement in December 2001 [MPP 63-503.232(c)(5)(A)].

However, if the October supplement is not sent until November, it is considered a non-recurring lump sum payment for Food Stamp Program purposes and is counted as a resource in the month of November [MPP 63-502.2(j)]. This provision applies to retrospectively budgeted households as well as prospectively budgeted households.

Camera-Ready Copies

After you receive the copy of the English and Spanish CalWORKs forms and messages, please allow six to eight weeks for the forms and messages to be translated and mailed to your CalWORKs Forms Coordinator. Language Translation Services (LTS) will mail camera-ready copies of Chinese, Vietnamese and Russian translations as soon as they become available. You do not need to initially request forms or messages from LTS. To order additional camera-ready forms or messages in Spanish, Chinese, Vietnamese or Russian, FAX your request to LTS at (916) 657-3429 or e-mail it to LTS@dss.ca.gov.

For a camera-ready copy and/or an additional copy of an English form, please call the Forms Management Unit (FMU) at (916) 657-1907. If your office has Internet access, you may obtain various forms (not including NOA messages) from the CDSS web page at: www.dss.cahw.net.gov. FMU is currently in the process of making forms available on the Internet. If the name, mailing address or e-mail address of your CalWORKs Forms

Coordinator changes, please contact FMU by telephone at (916) 654-1282 or by e-mail to fmu@dss.ca.gov. For additional copies of NOA messages in English, please contact Terry Mallin at (916) 653-8395 or by e-mail at: terry.mallin@dss.ca.gov.

Translations

Your CalWORKs Forms Coordinator is to distribute translated forms and messages to each program and location. Each county shall provide bilingual/interpretive services and written translations to non-English or limited English proficient populations as required by the Dymally Alatorre Bilingual Services Act (Government Code Section 7290 et seq.), and by State regulations in MPP Division 21, Civil Rights Nondiscrimination, Section 115.

NOA Message M44-315 translated into Russian, Chinese and Vietnamese will be provided to counties by LTS under separate cover. For additional translated copies of the NOA messages contact LTS by phone at (916) 654-1282 or by e-mail at LTS@dss.ca.gov.

Contacts

If you have any questions regarding the CalWORKs MAP and MBSAC increases, please contact Bev Skillicorn at (916) 654-1068 or CALNET 464-1068. Questions about RCA should be addressed to Betts Smith at (916) 654-0495 or CALNET 464-0495. For questions regarding treatment of the MAP increase in the Food Stamp budget, you may contact Rosemary Akhidenor at (916) 654-2116 or CALNET 464-2116.

Sincerely,
Original signed by
Bruce Wagstaff on
08/01/01
BRUCE WAGSTAFF
Deputy Director
Welfare to Work Division

Attachments

c: CWDA
CSAC