CALFRESH (CF) PROGRAM
REQUEST FOR POLICY/REGULATION INTERPRETATION

INSTRUCTIONS: Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Be sure to identify the additional discussion with the appropriate number and heading. Retain a copy of the CF 24 for your records.

- Questions from counties, including county Quality Control, must be submitted by the county CalFresh Coordinator and may be submitted directly to the CalFresh Policy analyst assigned responsibility for the county, with a copy directed to the appropriate CalFresh Policy unit manager.
- Questions from Administrative Law Judges may be submitted directly to the CalFresh Policy analyst assigned responsibility to the county where the hearing took place, with a copy of the form directed to the appropriate CalFresh Bureau unit manager.

1. RESPONSE NEEDED DUE TO:
   - ☑ Policy/Regulation Interpretation
   - ☐ QC
   - ☐ Fair Hearing
   - ☐ Other:

2. REQUESTOR NAME:

3. PHONE NO.:

4. REGULATION CITE(S): ACIN 1-58-13

5. DATE OF REQUEST: 12/26/2013

NEED RESPONSE BY: 1/2/2014

6. COUNTY/ORGANIZATION: Ventura County- HSA

7. SUBJECT: Household composition changes

8. REFERENCES: *(Include ACL/ACIN, court cases, etc. in references)*
NOTE: All requests must have a regulation cite(s) and/or a reference(s).

ACIN I-58-13, ACL 12-25

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

Question 1: What action is taken when the household reports and provides verification of income UNDER the IRT that will decrease benefits?

ACIN I-58-13 question 29- first answer: Last sentence of the second paragraph states "If the household responds with all needed verifications, add the new member and their income and adjust benefits accordingly" Question 2: Does this mean to take action whether benefits decrease or increase?
ACIN I-58-13 question 29- second answer: Last sentence of the second paragraph referencing NA CalFresh states: "If benefits will decrease, the CWD shall send a No Change NOA and add the person and their income effective the first of the next semi-annual period". Question 3: Does this mean action is only taken if benefits increase when adding a new household member with income?

10. REQUESTOR'S PROPOSED ANSWER:

Action to increase or decrease benefits shall be taken mid-period, with timely notice, if the income of the new household member is verified.

11. STATE POLICY RESPONSE *(CFPB USE ONLY)*:

Question 1 Answer: For a voluntary report of an increase in income for the existing household members benefits will increase or decrease if all verification is provided by the household.

Question 2 Answer: Correct, the county should take action to increase or decrease benefits.

Question 3 Answer: No, if verification is provided CWDs shall take action to increase or decrease benefits as appropriate. This answer was developed while CDSS was still clarifying SAR policy with FNS and drafting the errata to ACL 12-25. The sentence cited above is erroneous. CDSS is currently reviewing ACIN I-58-13 and will release an errata as soon as administratively possible.

FOR CDSS USE

DATE RECEIVED: 12/26/13

DATE RESPONDED TO COUNTY/ALJ: 12/26/13