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:

5. DATE OF REQUEST: 2/21/14
   NEED RESPONSE BY: 2/28/14

6. COUNTY/ORGANIZATION: Santa Clara

7. SUBJECT:

2. REQUESTOR NAME:

3. PHONE NO.:

4. REGULATION CITE(S): ACL 12-25E

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

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

1. ACL 12-25E Page 8 (question #13) states, "CalFresh households are not required to report mid-period changes of address, however if they report the change, the CWD must act on the change whether it causes an increase or decrease in benefits."

However, ACL 12-25E Page 15 (question #26) states, "If the shelter cost would result in a decrease in benefits, the CWD must notify the recipient that benefits will not change (via a "no change NOA"). Please clarify which one is correct.

2. Does Verified Upon Receipt (VUR) apply to Shelter Cost change reported during the semi-annual period?

10. REQUESTOR'S PROPOSED ANSWER:

As with changes in income and household composition, when change in shelter costs considered VUR, the new shelter amount should be used regardless of increase or decrease in benefits.

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

1. Please follow the instructions as stated in ACL 12-25E, Question and Answer #13. The answer for # 26 is incorrect.

2. The state agrees with the proposed response regarding VUR and Shelter Costs.

FOR CDSS USE

DATE RECEIVED: February 21, 2014

DATE RESPONDED TO COUNTY/ALJ: February 26, 2014 JN