

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



December 28, 2001

ALL -COUNTY INFORMATION NOTICE NO. I-113-01

TO: ALL COUNTY WELFARE DIRECTORS
ALL CalWORKs PROGRAM SPECIALISTS
ALL WELFARE TO WORK COORDINATORS

SUBJECT: COUNTY SELF-EVALUATIONS OF THE USE OF PERFORMANCE INCENTIVE FUNDS

REFERENCE: All County Letter (ACL) No. 00-57 and ACL No. 00-72

The purpose of this letter is to clarify that counties are required to provide a self-evaluation related to the use of the county's California Work Opportunity and Responsibility to Kids performance incentive funds. In addition, this letter will clarify the requirements for quarterly reports and county plans for performance incentive funds.

Self-Evaluations

Counties are required to report annually on the results of the benefits and services provided with performance incentive funds and any lessons learned from the strategies they have implemented. The initial annual self-evaluation should be submitted by December 31, 2001 or as soon after that date as practically possible. The self-evaluations should be submitted to the Office of the Regional Advisors at the following address:

California Department of Social Services
Office of Regional Advisors
744 P Street, MS 14-44
Sacramento, California 95814

The self-evaluation does not have to follow a specific format; however, the California Department of Social Services recommends including some of the following components in this evaluation.

- A description of the implementation process and services provided;
- Impacts that have occurred as a result of the services, i.e., how many individuals or families went off aid; or
- The cost effectiveness of the service provided.

Page Two

Quarterly Reports

Counties are required to report performance incentive fund expenditures on a quarterly basis. ACL No. 00-57 indicated that additional quarterly reporting instructions would be forthcoming under separate cover. This ACL will clarify that no additional information, other than the expenditure data already provided to the Department, will be required to be reported on a quarterly basis.

County Plans

ACL No. 00-72 informed counties of the requirement to submit county plans on an annual basis. That ACL also specified that the plans were due on December 31 of each year. This ACL will clarify that county plans are required whenever the county updates or modifies its plans for expenditure of performance incentive funds. This will allow the county to update its plan only when the plan actually changes and will provide the Department updated information in a more timely manner.

If you have any questions regarding this letter, please contact Paul Baptiste of the Employment Bureau at (916) 654-1426.

Sincerely,

***Original Signed by Suzanne Nobles
for Charr Lee Metsker on 12/28/02***

CHARR LEE METSKER, Chief
Employment and Eligibility Branch

c: CWDA
CSDA