

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



December 3, 2002

ALL COUNTY LETTER NO. 02-92

TO: ALL COUNTY WELFARE DIRECTORS
ALL WELFARE TO WORK COORDINATORS
ALL COUNTY CHILD CARE COORDINATORS

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: SERVICES FOR FORMER CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) RECIPIENTS

REFERENCE: Welfare and Institutions Code Sections 11320.15, and 11323.2, and 11150; All County Letter No. 02-71, dated September 23, 2002; County Fiscal Letter No. 02/03-19, dated September 26, 2002

The purpose of this letter is to clarify that counties can use their CalWORKs Single Allocation to provide services to former CalWORKs recipients before and after they reach their CalWORKs 60-month time limit. However, counties should ensure that the necessary welfare-to-work services are provided to *current* CalWORKs recipients prior to using their Single Allocation to offer optional services to former recipients.

The provision of services, other than child care, to former CalWORKs recipients, before they have reached their CalWORKs 60-month time limit and after they have exhausted their CalWORKs 60-month time limit, is optional for counties. Former recipients who have received aid within the previous 12 months and are employed may receive job retention services (based on Welfare and Institutions Code Sections 11323.2(b) and 11500) both before and after reaching their CalWORKs 60-month time limit. These services may be provided for up to the first 12 months of employment after leaving aid to the extent that they are not available from other sources and are needed for the individual to retain employment. Counties may determine the duration and types of job retention services provided, including the reimbursement rate for supportive services such as transportation. Job retention services provided to former recipients may be provided without a community service requirement.

Additional welfare-to-work services, including, but not limited to, case management and supportive services, may be provided to employed or unemployed individuals who have reached the CalWORKs 60-month time limit (based on Welfare and Institutions Code Section 11320.15). However, counties must require individuals who receive these

services to participate in community service to the extent it does not interfere with the individual's employment. Counties may also determine who is eligible for the services; the duration and types of services provided; the reimbursement rate for supportive services, such as transportation; and participation requirements for activities, including those for community service, which must continue to be performed in the public and/or private nonprofit sector. The Simplified Food Stamp Program minimum wage calculation, pursuant to Manual of Policies and Procedures 42-711.93 and .94, also continues to be applicable to these community service activities.

The provision of child care for former recipients is not optional for counties. Persons who have been discontinued from cash aid because they have reached their 60-month time limit are considered former CalWORKs recipients. Former recipients who need child care to work or participate in other activities may receive subsidized child care for up to 24 months after leaving CalWORKs cash aid.

In addition, county performance incentive funds may be used to provide non-assistance to families who have reached the CalWORKs 60-month time limit as long as the families continue to meet the Temporary Assistance to Needy Families performance incentive criteria. Please refer to County Fiscal Letter Nos. 98/99-54 and 98/99-72 and All County Letter Nos. 00-57 and 00-72 for a description of the criteria for using county performance incentive funds, including the definition of non-assistance.

State law requires that counties specify the optional services they plan to provide in their County CalWORKs Plan. Counties have the flexibility to design their CalWORKs program to meet the needs of their clientele, taking into consideration available local resources and labor market conditions. Manual of Policies and Procedures Section 11-501.3 specifically requires that, for those areas of the CalWORKs program in which counties have discretion to adopt specific standards that affect a recipient's eligibility, grant amount, and welfare-to-work activities, policies and procedures must be in writing and made available to the public upon request. This also applies with respect to services provided to former recipients.

The data reporting forms for CalWORKs Welfare-to-Work (WTW 25 and WTW 25A) have been modified to collect the number of former recipients who are receiving services at county option. Please refer to All County Letter No. 02-71, dated September 23, 2002, for further information. In addition, a County Fiscal Letter will be distributed under separate cover to provide information on how to claim expenditures for these services.

For questions on welfare-to-work activities for former or timed-out recipients, please contact Audrey King, Program Analyst, Employment Bureau, at (916) 654-0946. For questions regarding the use of performance incentive funds, please contact Paul Baptiste, Program Analyst, Employment Bureau, at (916) 654-1426. For questions about supportive services, please contact the Work Support Services Bureau at (916) 654-1424. For questions on child care, please contact the Child Care Bureau at (916) 657-2144. For

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questions on data reporting for former recipients, please contact Alison Welbourn, Program Analyst, Employment Bureau at (916) 654-1423.

Sincerely,

***Original Document Signed By
Gloria Merk on 12/3/02 for***

BRUCE WAGSTAFF
Deputy Director
Welfare to Work Division

c: CWDA
CSAC