

ERRATA

TO: ALL COUNTY WELFARE DIRECTORS  
SUBJECT: RS237 RDP FORM AND INSTRUCTIONS  
REFERENCE: ALL-COUNTY LETTER NO. 85-78  
DATED JULY 12, 1985

Form RS237 RDP was transmitted to counties via ACL 85-78. The photocopy of the form did not show clearly the shading of some of the cells and under Part B, Caseload, Column 3 should be labeled FG, not FC.

Also, on the instruction pages, corrections were made under the following sections:

26-217.04	Zip Code 95814 Typographical error in the word <u>incomplete</u> .
26-217.30	Item 6, last line should end as follows: <u>Item Ze</u> .

Please replace with the attached corrected form and pages.

26-217 REFUGEE DEMONSTRATION PROJECT (RDP) - CASH GRANT CASELOAD MOVEMENT REPORT (Form RS 237 RDP)

26-217.01 CONTENT

For the RDP, these reports provide monthly data on the movement of cases and the number of individuals who received a cash grant during the report month.

26-217.02 PURPOSE

The purpose of this data is: 1) to provide county, state and federal administrators with information needed for budgeting, staffing, program planning and for other administrative responsibilities; 2) to evaluate the success of the RDP; and, 3) to provide data for federal reports.

26-217.03 DISTRIBUTION

Data from these reports are compiled into monthly summaries for use by departmental managers, the State Legislature, and other interested agencies and individuals.

26-217.04 DUE DATE

Reports are due in Sacramento no later than the 20th calendar day of the month following the report month. If the due date falls on a Saturday, Sunday or holiday, the due date will be the following work day. Send the report to:

Department of Social Services  
Statistical Services Branch  
744 P Street, Mail Station 12-81  
Sacramento, California 95814

If the report will be either delayed or incomplete in any way, please contact the Statistical Services Branch at (916) 322-2230 or (ATSS) 492-2230.

26-217.05 DEFINITIONS

Case: For the purpose of this report, a case is defined as a cash assistance case that contains at least one time-eligible refugee.

26-217.20 PART A. APPLICATIONS FOR AID AND REQUESTS FOR RESTORATION  
(continued)

- 4b. Denied - Enter number of applications and restoration requests denied.
- 4c. Other Dispositions (Cancellations and Withdrawals) - Enter the number of applications and restoration requests cancelled, withdrawn, or otherwise disposed of without approval.
- 5. Investigation proceeding at end of month - Enter number of applications and requests for restoration pending at end of month. Entry will equal the difference between total applications and restoration requests during the month and number disposed of. Item 3 less Item 4.

26-217.30 PART B. CASELOAD

- 6. Brought forward from last month - Entry will equal Item 10 of previous month's report or be explained in a footnote. Changes in caseload resulting from actions authorized in prior months and not previously reported are shown as adjustments to Item 6 and are not to be reported in Item 7e.
- 7. Added during month - Enter sum of Items 7a through 7e.

Note: Report an action which falls within the definition of both a restoration and an interprogram transfer between RDP and AFDC in Item 7d and not in Item 7b. In addition, report intercounty transfers in Item 7c and not in Items 7a or 7b.

- 7a. Applications approved - Enter number of applications approved for cash grant.
- 7b. Restorations - Enter number of restoration requests approved. Report an action which falls within the definition of both a restoration and an interprogram transfer between RDP and AFDC in Item 7d and not in Item 7b.
- 7c. Transfers from other counties - Enter number of cases for which reporting county accepted responsibility for payment of aid during report month.

**REFUGEE DEMONSTRATION PROJECT (RDP) CASH GRANT**

SEND ONE COPY TO:

Department of Social Services  
 Statistical Services Branch  
 744 P Street, M.S. 12-81  
 Sacramento, CA 95814

**CASELOAD MOVEMENT REPORT**

COUNTY	FOR MONTH ENDING	(MONTH/DAY/YEAR)
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<b>PART A. APPLICATIONS FOR AID AND REQUESTS FOR RESTORATION</b>	RDP	
	FG (1)	U (2)
1. Pending from last month (Item 5 from last month or explain) .....		
2. Received during the month (Sum of a + b below) .....		
a. Applications .....		
b. Requests for restoration .....		
3. Total during the month (Sum of 1 + 2) .....		
4. Disposed of during the month (Sum of a + b + c, below) .....		
a. Approved (Same as sum of 7a + 7b).....		
b. Denied .....		
c. Other dispositions (Cancellations and withdrawals) .....		
5. Investigation proceeding at end of the month (3 minus 4) .....		

<b>PART B. CASELOAD</b>	RDP		AFDC	
	FG (1)	U (2)	FG (3)	U (4)
6. Cases brought forward from last month (Item 10 last month or explain) .....				
7. Cases added during month (Sum of a through e, below) .....				
a. Applications approved .....				
b. Restorations .....				
c. Transfers from other counties .....				
d. Other transfers-in (Sum of (1) and (2), below) .....				
(1) Interprogram transfer from RDP-AFDC .....				
(2) Change in aid category from FG or U segment .....				
e. Other approvals .....				
8. Total cases open during the month (Sum of 6 and 7, above; also a and b, below) .....				
a. Cases receiving cash grants .....				
(1) Persons in Item 8a cases .....				
(2) Time eligible persons in Item 8a cases .....				
b. Other cases .....				
9. Total terminated or changed in status during month (Sum of a + c, below) .....				
a. 36-months time-expired cases .....				
36-months time-expired persons .....				
c. Other cases terminated or changed in status .....				
10. Cases carried forward to next month (8 minus 9) .....				

REPORT PREPARED BY	TELEPHONE	DATE
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