California Work Opportunity and Responsibility to Kids (CalWORKs)
Cash Grant Caseload Movement Report
CA 237 CW

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COUNTY NAME	VERSION ☐ INITIAL ☐ REVISED	REPORT MONTH	REPORT YEAR

PART A. APPLICATIONS FOR AID AND REQUESTS FOR RESTORATION

1. Applications/requests carried forward from last month...	1
a. Item 5 from last month's report, as reported to CDSS................................	2
b. Adjustment (Item 1 minus Item 1a, positive or negative number, explain in Comments if not 0).....................	3
2. Applications/requests received during the month (Item 2a plus Item 2b).......................................	4
a. Applications...	5
b. Requests for restoration...	6
3. Total applications/requests on hand during the month (Item 1 plus Item 2).....................................	7
4. Applications disposed of during the month (Sum of Items 4a, 4b and 4c).......................................	8
a. Applications approved [Item 7a plus Item 7b (all columns)]........................	9
b. Applications denied **(Same as Item 1, CA 255 CW)**..	10
1) Applications denied due to receipt of Diversion payments or services **(Same as Item 10, CA 255 CW)**..........	11
c. Other application dispositions (cancellations and withdrawals) **(Same as Items 11 plus 12, CA 255 CW)**...........	12
5. Applications/requests pending at the end of the month (Item 3 minus Item 4)........................	13

PART B. CASELOAD (ALL) **Cases Added**	Two-Parent Families (A)	Zero Parent Families (B)	All Other Families (C)	TANF Timed-Out Cases (D)	Safety Net Cases (E)
6. Cases carried forward from last month................................	14	15	16	17	18
a. Item 12 from last month's report, as reported to CDSS....................	19	20	21	22	23
b. Adjustment (Item 6 minus Item 6a, positive or negative number, explain in Comments if not 0)............	24	25	26	27	28
7. Cases added during the month (Sum of Items 7a through 7d)............	29	30	31	32	33
a. Applications approved..	34	35	36	37	38
b. Restorations approved.......................................	39	40	41	42	43
c. Transfers from other counties................................	44	45	46	47	48
d. Other approvals (appeal cases, QR 7s, etc.)...................	49	50	51	52	53
1) Other approvals due to AB 959 QR 7s...................	54	55	56	57	58

Caseload					
8. Total cases open during the month (Items 8a plus 8b: also Items 6 plus 7)........	59	60	61	62	63
a. Cases receiving cash grant ($10 or more)........................	64	65	66	67	68
1) Children in Item 8a cases................................	69	70	71	72	73
2) Adults in Item 8a cases.................................	74		75	76	
3) Total persons (Item 8a1 plus Item 8a2)...................	77	78	79	80	81
b. Other cases (zero grant cases, less than $10 cases, etc.).........	82	83	84	85	86
1) Children in Item 8b cases................................	87	88	89	90	91
2) Adults in Item 8b cases.................................	92		93	94	
3) Total persons (Item 8b1 plus Item 8b2)...................	95	96	97	98	99

PART B. CASELOAD (ALL) (Continued) **Case Exits**	Two-Parent Families (A)	Zero Parent Families (B)	All Other Families (C)	TANF Timed-Out Cases (D)	Safety Net Cases (E)
9. Cases discontinued during the month **(Same as Item 1, CA 253 CW)**………………………………	100	101	102	103	104
10. Cases deducted due to transfers **to** another program segment during the month **(Same as Item 12, CA 253 CW)**……..………	105	106	107	108	109
11. Cases added due to transfers **from** another program segment during the month **(Same as Item 13, CA 253 CW)**……………	110	111	112	113	114
12. Cases open at the end of the month [Item 8 minus (Item 9 and Item 10) plus Item 11]…………………………	115	116	117	118	119
PART C. SAFETY NET					
13. Cases open during the month (Item 13a plus Item 13b)…………………	120		121		
a. Cases receiving cash grant ($10 or more)..	122		123		
1) Children in Item 13a cases..	124		125		
b. Other cases (zero grant cases, less than $10 cases, etc.)……………	126		127		
1) Children in Item 13b cases..	128		129		

COMMENTS

CONTACT PERSON	TELEPHONE	EXTENSION	FAX

TITLE/CLASSIFICATION	E-MAIL	DATE SUBMITTED

CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs)
CASH GRANT CASELOAD MOVEMENT REPORT
CA 237 CW (7/12)

INSTRUCTIONS

CONTENT

The monthly CA 237 CW report contains statistical information on CalWORKs caseload movement for Two-Parent Families, Zero Parent Families, All Other Families, Temporary Assistance for Needy Families (TANF) Timed-Out Cases, and Safety Net Cases. This report includes data on the number of applications requested or restored, cases added, cases exiting, and cases transferred from other counties during the month.

PURPOSE

Title 45, Code of Federal Regulations, Part 265.3 (a) and (b), requires states to collect on a monthly basis and file on a quarterly basis data specified in the TANF Data Report or be subject to a penalty. This report provides the data necessary to comply with federal TANF requirements. Additionally, this report provides county and state entities with information needed for budgeting, staffing, program planning, and other purposes.

COMPLETION AND SUBMISSION

The County Welfare Department (CWD) is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the CWD and/or outside agencies, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal. Reports are to be received on or before the 18th calendar day of the month following the report month.

If a county determines that a revision is needed to its previously submitted report, the county shall submit a revised report for the applicable month(s) and provide an explanation for the revision in the comments section. The California Department of Social Services' (CDSS) policy requires counties to revise current State Fiscal Year (FY) reports and two prior FYs, if needed.

Download an Excel version of the report form from **http://www.cdss.ca.gov/dssdb**, complete the downloaded form, and e-mail to CDSS, Data Systems and Survey Design Bureau (DSSDB) at **dssdb@dss.ca.gov**. The e-mail submission process contains automatic computation of some cells and easy e-mail transmission of completed forms to DSSDB. The website contains specific instructions and guidance. If you have questions regarding completion or submission of the report, contact DSSDB at (916) 651-8269.

For reference purposes, copies of the report form and instructions can be downloaded from the CDSS Research and Data Reports (RADR) website at **http://www.cdss.ca.gov.research**. The report's released monthly statewide and county-specific data is also available on the website.

GENERAL INSTRUCTIONS

Enter in the boxes provided near the top of the form the county name, version (Initial or Revised) and the report month and year.

Enter the data required for each item. If there is nothing to report for an item, enter "0". **Do not leave any items blank.**

Enter in the boxes at the end of the form the name, job title or classification, telephone number, fax number, and e-mail address of the person to contact if there are questions about the report. This person may or may not be the person who completed the report. Enter the date the report is submitted. This is the date when the report is e-mailed to DSSDB.

DEFINITIONS

Adjustment: Changes in caseload resulting from actions authorized (including those authorized by mistake or in error) in prior months, and not previously reported, are to be reported as an adjustment. Whenever an adjustment is reported, the county must include a footnote in the Comments section of the report, explaining why an adjustment was needed.

All Other Families: All families that have not been identified as either a Two-Parent or a Zero Parent family. These cases are coded as 30, 3E, 3L or 3P. See ACL 99-54, dated August 12, 1999 for aid code descriptions.

Application (for assistance): For reporting purposes, a request for aid which has been received and recorded by the county, on Form CA 1/SAWS 1, Application for Public Assistance.

CalWORKs: The acronym for the California Work Opportunity and Responsibility to Kids Program was implemented on January 1, 1998.

Cancellation: An application or request for restoration of a cash grant is considered "cancelled" if the applicant or child(ren) for which the application is made dies before the determination is completed.

Child: A child is a person who is a member of an Assistance Unit (AU) and is under the age of 18 or is enrolled as a full-time student in high school or a vocational or technical program, before reaching the age of 19. A minor parent shall be considered a child only if he/she is included in an AU with a senior parent.

Denial: An application or request for restoration of cash grant that is denied. A denial may occur for any reason, e.g., excess income and/or resources; no deprivation; failure to complete necessary forms; failure to provide essential verification, etc.

Discontinuance: A CalWORKs cash grant case where aid is stopped and/or terminated at the end of the month for any number of reasons, e.g., non-cooperation by the AU; excess income and/or resources; loss of deprivation; discontinuance requested by the AU, etc.

Intercounty Transfer: Movement of cases from one county to another (i.e., a family moves from one county to another). The receiving county adds this case to the report via the "Transfers from other counties" Item 7c. The county from which the family is moving would count the case as a discontinuance in Item 9.

Intraprogram Status Change: Change in status from one part of the same program to the other. For example, when the father returns to an All Other Families case during the report month, that case will become a Two-Parent Families case effective the next month. Therefore, for statistical reporting purposes, that case is theoretically discontinued from the All Other Families column, Item 10 and is added to the Two-Parent Families column, Item 11.

DEFINITIONS (Continued)

Movement: CalWORKs case flow within this report. Some examples include:
- A case transfers between the different program segments.
- An active case receiving a cash grant becomes an active case which receives no cash grant during the report month, and vice versa.
- A case terminates from the CalWORKs program.

Movements between CalWORKs and Foster Care (FC):
- When a CalWORKs child goes to FC, that child is discontinued from CalWORKs and a FC application is taken.

- When an FC child goes to CalWORKs, the child is brought into the CA 237 CW case count in one of two ways:

  1. If the child creates a new AU, a new application for CalWORKs is taken and the child comes into the CA 237 CW report as a new application and is processed accordingly, within the report.

  2. If the child joins an existing AU, then that child is brought into the CA 237 CW caseload by adding him/her to the person count in Item 8a1) or Item 8b1) or in Item 13a1) or in Item 13b1).

Other Approvals: Cases approved for reasons other than an application for a cash grant or restoration, transfer from another county or intraprogram status change. Some examples of "Other Approvals" include the following: approval of aid on appeal cases; approval of aid to cases erroneously denied or discontinued; and approval of a QR 7 discontinuance where completion of a new application is deemed unnecessary. ***This also includes QR 7 approvals pursuant to AB 959, W&IC Section 11265.4(a).***

Other Cases: (Not receiving a cash grant) (See Item 8b and 13b): Cases not paid aid, but which had an authorization to receive aid during the report month. Examples include:
- Cases approved for aid during the report month, which will receive an initial warrant dated the following month.
- Cases with an authorization to receive aid discontinued during the report month, and the warrant was either cancelled or not written.
- Cases in which the authorization for the report month was a zero grant to adjust for an overpayment.
- Cases which were fully abated by child support payments.
- Cases determined eligible for CalWORKs, but whose grant was not paid because it was less than ten dollars.

Other Dispositions: An action taken on an application or a request for restoration which results in a cancellation or withdrawal. This also includes applications denied because the applicant moved or could not be located. (See definitions for Cancellations and Withdrawals).

Payment Responsibility: The county sending the recipient is responsible for payment of aid until the end of the transfer period, at which time the receiving county becomes responsible.

Restoration: An application of aid when the applicant has been a recipient in the same county within the last 12 months regardless of program segment.

Safety Net Cases: Families in which all adults have been discontinued and removed from the assistance unit for reaching the CalWORKs 48-month time limit. These cases are coded 3A and 3C. See ACL 02-66, dated September 3, 2002 for aid code descriptions.

DEFINITIONS (Continued)

<u>TANF Timed-Out Cases</u>: Families that include an adult head-of-household or a spouse of a head-of-household, (including minors that are head-of-household) who have received Federal TANF assistance for a total of 60 cumulative months. These cases are coded 32 and 3W. See ACL 01-66, dated September 18, 2001 for aid code descriptions.

<u>Transfer Period</u>: The end of the month following the 30th day after notification to the second county.

<u>Two-Parent Families</u>: Assistance Units (AU) that include two aided, non-disabled, natural or adoptive parents of the same aided or SSI/SSP minor child (living in the home), unless both parents are minors and neither is the head-of-household. This also includes Two-Parent AUs in which only one adult reaches the CalWORKs time limit. These cases are coded 35, 3M or 3U. See ACL 99-54, dated August 12, 1999 for aid code descriptions.

<u>Withdrawals</u>: Applications or requests for restoration that are withdrawn only upon the voluntary initiative of the applicant or person applying on his/her behalf.

<u>Zero Parent Families</u>: Assistance Units (AU) in which the parent(s) or caretaker(s) are excluded from or ineligible for aid. These cases are coded 33, 3G, 3H, or 3R. See ACL 99-54, dated August 12, 1999 for aid code descriptions. This category does not include Safety Net cases, which comprise a separate child-only category.

ITEM INSTRUCTIONS

PART A. APPLICATIONS FOR AID AND REQUESTS FOR RESTORATION

Part A is a summary of intake activity during the report month.

1. <u>Applications/requests carried forward from last month</u>: Enter the number of applications/requests pending from the previous month. This number should be the same figure as Item 5 (Cell 13) of the previous month's report. If the number is different than Item 5 of the previous month's report, enter the new figure in Item 1 and the automated form will calculate an adjustment in Item 1b (Cell 3). *[Cell 1]*

    a. <u>Item 5 from last month's report, as reported to CDSS</u>: Enter Item 5, "Applications/requests pending at the end of the month" <u>exactly as it was reported to CDSS in last month's report.</u> *[Cell 2]*

    b. <u>Adjustment (Item 1 minus Item 1a, positive or negative number, explain in Comments if not 0)</u>: ***This item is automatically calculated.*** If an adjustment has been calculated (either a positive or negative number), explain in the "Comments" section with the precise reason(s) for the change. An adjustment is only calculated when last month's Item 5 is not exactly the same number as this month's Item 1. If there is no adjustment, a zero will display in this cell. *[Cell 3]*

2. <u>Applications/requests received during the month (Item 2a plus Item 2b)</u>: ***This item is automatically calculated*** from Items 2a and 2b. *[Cell 4]*

    a. <u>Applications</u>: Enter the number of applications received during the month. Exclude applications where aid is being transferred from another county or from one CalWORKs aid code to another. *[Cell 5]*

    b. <u>Requests for restoration</u>: Enter the number of restorations during the month. An application for aid is considered a request for restoration when the applicant has been a recipient in the same county within the last 12 months, regardless of program segment. *[Cell 6]*

ITEM INSTRUCTIONS (Continued)

3. Total applications/requests on hand during the month (Item 1 plus Item 2): ***This item is automatically calculated*** from Items 1 and 2. *[Cell 7]*

4. Applications disposed of during the month (Sum of Items 4a, 4b and 4c): ***This item is automatically calculated*** from Items 4a, 4b and 4c. *[Cell 8]*

    a. Applications approved [Item 7a plus Item 7b (all columns)]: ***This item is automatically calculated*** from Items 7a and 7b (all columns). *[Cell 9]*

    b. Applications denied **(Same as Item 1**, **CA 255 CW)**: ***This item is automatically calculated*** from the CA 255 CW Part A, Item 1 (Cells 1 – 5), "Total case denials of cash grant during the month," CalWORKs Report on Reasons for Denials and Other Non-Approvals of Applications for Cash Grant. *[Cell 10]*

        1) Applications denied due to receipt of Diversion payments or services **(Same as Item 10, CA 255 CW)**: ***This item is automatically calculated*** from the CA 255 CW Part A, Item 10 (Cells 46 – 50), "Cases denied due to Diversion," CalWORKs Report on Reasons for Denials and Other Non-Approvals of Applications for Cash Grant. *[Cell 11]*

    c. Other application dispositions (cancellations and withdrawals) **(Same as Items 11 plus 12, CA 255 CW)**: ***This item is automatically calculated*** from the CA 255 CW Part B, Items 11 (Cells 51 – 55) plus 12 (Cells 56 – 60), "Cases with application cancelled or withdrawn during the month" plus "Cases with applicant who moved or cannot be located during the month," CalWORKs Report on Reasons for Denials and Other Non-Approvals of Applications for Cash Grant. *[Cell 12]*

5. Applications/requests pending at the end of the month (Item 3 minus Item 4): ***This item is automatically calculated.*** This item entry is equal to the difference between Item 3 "Total applications on hand during the month" less Item 4 "Applications disposed of during the month." *[Cell 13]*

PART B. CASELOAD (ALL)

Report all CalWORKs cases and individuals eligible to or receiving a cash grant during the report month. Each column represents a specific family type and should include cases with the following aid codes:

Two-Parent Families, Column (A): Codes 35, 3M and 3U
Zero Parent Families, Column (B): Codes 33, 3G, 3H and 3R
All Other Families, Column (C): Codes 30, 3E, 3L and 3P
TANF Timed-Out Cases, Column (D): Codes 32 and 3W
Safety Net Cases, Column (E): Codes 3A and 3C

NOTE: Refer to ACL 99-54, dated August 12, 1999, ACL 01-66, dated September 18, 2001 and ACL 02-66, dated September 3, 2002 for aid code descriptions.

Cases Added

6. Cases carried forward from last month: Enter the number of cases brought forward from the previous month. This number should be the same figure as Item 12 (Cells 115 – 119) of the previous month's report. If the number is different from Item 12 of the previous month's report, enter the new figure in Item 6 and the automated form will calculate an adjustment in Item 6b. *[Cells 14-18]*

ITEM INSTRUCTIONS (Continued)

    a. <u>Item 12 from last month's report, as reported to CDSS</u>: Enter Item 12 "Cases open at the end of the month" <u>exactly as it was reported to CDSS in last month's report</u>. *[Cells 19-23]*

    b. <u>Adjustment (Item 6 minus Item 6a, positive or negative number, explain in Comments if not 0)</u>: ***This item is automatically calculated.*** If an adjustment has been calculated (either a positive or negative number), explain in the "Comments" section with the precise reason(s) for the change. An adjustment is only calculated when last month's Item 12 is not exactly the same number as this month's Item 6. If there is no adjustment, a zero will display in this cell. Changes in caseload resulting from actions authorized in prior months and not previously reported are shown as adjustments to Item 6a and are not to be reported in Item 7d. *[Cells 24-28]*

7. <u>Cases added during the month (Sum of Items 7a through 7d)</u>: ***This item is automatically calculated*** from Items 7a through 7d. Cell 29 is the sum of Cells 34, 39, 44 and 49. Cell 30 is the sum of Cells 35, 40, 45 and 50. Cell 31 is the sum of Cells 36, 41, 46 and 51. Cell 32 is the sum of Cells 37, 42, 47 and 52. Cell 33 is the sum of Cells 38, 43, 48 and 53. *[Cells 29-33]*

    a. <u>Applications approved</u>: Enter in the appropriate columns the number of applications approved for cash grant. The sum of Items 7a and 7b, (all columns) should equal Item 4a. *[Cells 34-38]*

    b. <u>Restorations approved</u>: Enter in the appropriate columns the number of restoration requests approved. The sum of Items 7a and 7b, (all columns) should equal Item 4a. *[Cells 39-43]*

    c. <u>Transfers from other counties</u>: Enter in the appropriate columns the number of cases for which the reporting county accepted responsibility for payment of aid during the report month. *[Cells 44-48]*

    d. <u>Other approvals (appeal cases, QR 7s, etc.)</u>: Enter in the appropriate columns the number of cases approved for reasons other than Items 7a through 7c (i.e., appeal cases, cases erroneously denied or discontinued, or QR 7 discontinuances where completion of a new application is deemed unnecessary). ***This also includes QR 7 approvals pursuant to AB 959, W&IC Section 11265.4(a).*** Do not report multiple changes occurring to a single case during the report month. Changes in caseload resulting from actions authorized in prior months and not previously reported are not to be reported in Item 7d but are shown as adjustments in Item 6b. *[Cells 49-53]*

        1) <u>Other approvals due to AB 959 QR 7s</u>: Enter in the appropriate columns the cases restored when the recipient submits a complete QR 7 within the month following the discontinuance for an incomplete QR 7 or for nonsubmission of a QR 7 (MPP Section 40-125.92). This item is a subset and should be included in the count for Item 7d "Other approvals (appeal cases, QR 7s, etc.)" *[Cells 54-58]*

Caseload

8. <u>Total cases open during the month (Item 8a plus Item 8b: also Items 6 plus 7)</u>: ***This item is automatically calculated*** from Items 6 and 7, and should also equal the sum of Items 8a and 8b. These are cases active during the report month (i.e., those cases where an official authorization for aid was in effect at some time during the month). *[Cells 59-63]*

    a. <u>Cases receiving cash grant ($10 or more)</u>: Enter in the appropriate columns the number of cases receiving a cash grant during the report month. *[Cells 64-68]*

ITEM INSTRUCTIONS (Continued)

1) Children in Item 8a cases: Enter in the appropriate columns (Cells 69-72) the number of children receiving aid for the current month only. Report children who are fully abated by child support payments in Item 8b. When the child's basis of eligibility changes in either direction between cash grant and Foster Care during the month, the person count will be shown with the payment covering the living arrangement as of the first of the month, in order to avoid a duplicate count. ***Safety Net (SN) (Cell 73) is automatically calculated*** from Item 13a1) (Cells 124 and 125). *[Cells 69-73]*

2) Adults in Item 8a cases: Enter in the appropriate columns the number of adults or minor heads of household who received aid for the current month only. *[Cells 74-76]*

3) Total persons (Item 8a1 plus Item 8a2): ***This item is automatically calculated*** from Items 8a1) and 8a2) for each applicable column. *[Cells 77-81]*

b. Other cases (zero grant cases, less than $10 cases, etc.): Enter in the appropriate columns the number of cases not paid aid, but which had an authorization to receive aid during the report month. Include suspended cases. *[Cells 82-86]*

1) Children in Item 8b cases: Enter in the appropriate columns (Cells 87-90) the number of children who were authorized to receive aid for the current month only. Children who are fully abated by child support payments should be reported in this item. ***SN (Cell 91) is automatically calculated*** from Item 13b1) (Cells 128 and 129). *[Cells 87-91]*

2) Adults in Item 8b cases: Enter in the appropriate columns the number of adults or minor heads of household who were authorized to receive aid for the current month only. *[Cells 92-94]*

3) Total persons (Item 8b1 plus Item 8b2): ***This item is automatically calculated*** from Items 8b1) and 8b2) for each applicable column. *[Cells 95-99]*

Case Exits

9. Cases discontinued during the month **(Same as Item 1, CA 253 CW)**: ***This item is automatically calculated*** from the CA 253 CW Part A, Item 1 (Cells 1 – 5) "Total cases discontinued during the month," CalWORKs Report on Reasons for Discontinuances of Cash Grant. *[Cells 100-104]*

10. Cases deducted due to transfers **to** another program segment during the month **(Same as Item 12, CA 253 CW)**: ***This item is automatically calculated*** from the CA 253 CW Part B, Item 12 (Cells 85 – 89), "Total cases transferred to another program segment during the month," CalWORKs Report on Reasons for Discontinuances of Cash Grant. *[Cells 105-109]*

11. Cases added due to transfers **from** another program segment during the month **(Same as Item 13, CA 253 CW)**: ***This item is automatically calculated*** from the CA 253 CW Part B, Item 13 (Cells 110 – 114), "Total cases transferred from another program segment during the month," CalWORKs Report on Reasons for Discontinuances of Cash Grant. *[Cells 110-114]*

12. Cases open at the end of the month [Item 8 minus (Item 9 and Item 10) plus Item 11]: ***This item is automatically calculated.*** This item is equal to Item 8 less (Items 9 and 10) plus Item 11. *[Cells 115-119]*

ITEM INSTRUCTIONS (Continued)

PART C. SAFETY NET

Safety Net cases are cases in which all adults are no longer aided, due to the parent/caretaker relative receiving 48 months of State CalWORKs (and in some cases 60 months of federal TANF), but State Law requires that the children be aided. Report those SN cases and children who are authorized or eligible to receive cash grants for the report month. These cases and children should also be included in the counts reported in Part B. Caseload (All), Column (E).

Safety Net [Two-Parent Families, Child-Only Case]: Code 3C
Safety Net [All Other Families, Child-Only Case]: Code 3A

NOTE: Refer to ACL 02-66, dated September 3, 2002 for aid code descriptions.

13. Cases open during the month (Item 13a plus Item 13b): ***This item is automatically calculated*** from Items 13a and 13b. These two data cells breakout total SN cases by Two-Parent and All Other SN cases and their sum should equal Item 8, Column (E), Cell 63. *[Cells 120-121]*

   a. Cases receiving cash grant ($10 or more): Enter in the appropriate columns the number of SN cases receiving a cash grant during the report month. These two data cells breakout SN cash grant cases and their sum should equal Item 8a, Column (E), Cell 68. *[Cells 122-123]*

      1) Children in Item 13a cases: Enter in the appropriate columns the number of SN children who received aid for the current month only. These two data cells breakout SN cash grant children and their sum ***automatically calculates*** Item 8a1), Column (E), Cell 73. Report children who are fully abated by child support payments in Item 13b. When the child's basis of eligibility changes in either direction between cash grant and Foster Care during the month, the person count will be shown with the payment covering the living arrangement as of the first of the month, in order to avoid a duplicate count. *[Cells 124-125]*

   b. Other cases (zero grant cases, less than $10 cases, etc): Enter in the appropriate columns the number of SN cases not paid aid, but which had an authorization to receive aid during the report month. These two data cells breakout SN zero grant cases and their sum should equal Item 8b, Column (E), Cell 86. *[Cells 126-127]*

      1) Children in Item 13b cases: Enter in the appropriate columns the number of SN children who were authorized to receive aid for the current month only. These two data cells breakout SN zero grant children and their sum ***automatically calculates*** Item 8b1), Column (E), Cell 91. Children who were fully abated by child support payments should be reported in this item. *[Cells 128-129]*

COMMENTS

Use the Comments section to:

- Explain any adjustment entries (Item 1b/Cell 3 and Item 6b/Cells 24 through 28).
- Explain any submitted revisions.
- Explain any major fluctuations in data.
- Provide information as directed in the report instructions.
- Provide any other comments the county determines necessary.

CalWORKs Cash Grant
Caseload Movement Report
CA 237 CW

VALIDATION RULES AND EDITS

CELLS 1 - 129
Each data cell in this report must be a whole number equal to or greater than zero (0), except Item 1b (Cell 3) and Item 6b (Cells 24-28), which may be either positive or negative numbers.
Except as noted for Item 1b and Item 6b, do not enter negatives; this also includes self-calculated cells.
Do not enter decimals.
No data cells should be left blank, unless otherwise noted.

Initial reports: If "Initial" is selected, the "Explanation for Revised Report" box near the bottom of the report form must be left blank.

Revised reports: If "Revised" is selected, enter the reasons for the revision in the "Explanation for Revised Report" box near the bottom of the report form.

PART A. APPLICATIONS FOR AID AND REQUESTS FOR RESTORATION

CELL 2	**Cell 2** must be equal to Cell 13 in the previous month's report
CELL 3	**Cell 3** must be equal to (Cell 1 minus Cell 2) (positive or negative number)
CELL 4	**Cell 4** must be equal to (Cell 5 plus Cell 6)
CELL 7	**Cell 7** must be equal to (Cell 1 plus Cell 4)
CELL 8	**Cell 8** must be equal to (Cell 9 plus Cell 10 plus Cell 12)
CELL 9	**Cell 9** must be equal to (Cell 34 plus Cell 35 plus Cell 36 plus Cell 37 plus Cell 38 plus Cell 39 plus Cell 40 plus Cell 41 plus Cell 42 plus Cell 43)
CELL 10	**Cell 10** must be equal to (Cell 1 plus Cell 2 plus Cell 3 plus Cell 4 plus Cell 5 on the CA 255 CW report)
CELL 11	**Cell 11** must be equal to (Cell 46 plus Cell 47 plus Cell 48 plus Cell 49 plus Cell 50 on the CA 255 CW report)
CELL 12	**Cell 12** must be equal to (Cell 51 plus Cell 52 plus Cell 53 plus Cell 54 plus Cell 55 plus Cell 56 plus Cell 57 plus Cell 58 plus Cell 59 plus Cell 60 on the CA 255 CW report)
CELL 13	**Cell 13** must be equal to (Cell 7 minus Cell 8)

PART B. CASELOAD (ALL), Cases Added

CELL 19	**Cell 19** must be equal to Cell 115 in the previous month's report
CELL 20	**Cell 20** must be equal to Cell 116 in the previous month's report
CELL 21	**Cell 21** must be equal to Cell 117 in the previous month's report
CELL 22	**Cell 22** must be equal to Cell 118 in the previous month's report
CELL 23	**Cell 23** must be equal to Cell 119 in the previous month's report
CELL 24	**Cell 24** must be equal to (Cell 14 minus Cell 19) (positive or negative number)
CELL 25	**Cell 25** must be equal to (Cell 15 minus Cell 20) (positive or negative number)
CELL 26	**Cell 26** must be equal to (Cell 16 minus Cell 21) (positive or negative number)
CELL 27	**Cell 27** must be equal to (Cell 17 minus Cell 22) (positive or negative number)
CELL 28	**Cell 28** must be equal to (Cell 18 minus Cell 23) (positive or negative number)
CELL 29	**Cell 29** must be equal to (Cell 34 plus Cell 39 plus Cell 44 plus Cell 49)
CELL 30	**Cell 30** must be equal to (Cell 35 plus Cell 40 plus Cell 45 plus Cell 50)
CELL 31	**Cell 31** must be equal to (Cell 36 plus Cell 41 plus Cell 46 plus Cell 51)
CELL 32	**Cell 32** must be equal to (Cell 37 plus Cell 42 plus Cell 47 plus Cell 52)
CELL 33	**Cell 33** must be equal to (Cell 38 plus Cell 43 plus Cell 48 plus Cell 53)

CELL 54	**Cell 54** must be less than or equal to Cell 49
	Cell 54 must be zero if Cell 49 is zero
CELL 55	**Cell 55** must be less than or equal to Cell 50
	Cell 55 must be zero if Cell 50 is zero
CELL 56	**Cell 56** must be less than or equal to Cell 51
	Cell 56 must be zero if Cell 51 is zero
CELL 57	**Cell 57** must be less than or equal to Cell 52
	Cell 57 must be zero if Cell 52 is zero
CELL 58	**Cell 58** must be less than or equal to Cell 53
	Cell 58 must be zero if Cell 53 is zero

PART B. CASELOAD (ALL), Caseload

CELL 59	**Cell 59** must be equal to (Cell 14 plus Cell 29)
	Cell 59 must be equal to (Cell 64 plus Cell 82)
CELL 60	**Cell 60** must be equal to (Cell 15 plus Cell 30)
	Cell 60 must be equal to (Cell 65 plus Cell 83)
CELL 61	**Cell 61** must be equal to (Cell 16 plus Cell 31)
	Cell 61 must be equal to (Cell 66 plus Cell 84)
CELL 62	**Cell 62** must be equal to (Cell 17 plus Cell 32)
	Cell 62 must be equal to (Cell 67 plus Cell 85)
CELL 63	**Cell 63** must be equal to (Cell 18 plus Cell 33)
	Cell 63 must be equal to (Cell 68 plus Cell 86)
	Cell 63 must be equal to (Cell 120 plus Cell 121)
CELL 64	**Cell 64** (cases) must be less than or equal to Cell 77 (persons)
	Cell 64 (cases) must be zero if Cell 77 (persons) is zero
CELL 65	**Cell 65** (cases) must be less than or equal to Cell 78 (persons)
	Cell 65 (cases) must be zero if Cell 78 (persons) is zero
CELL 66	**Cell 66** (cases) must be less than or equal to Cell 79 (persons)
	Cell 66 (cases) must be zero if Cell 79 (persons) is zero
CELL 67	**Cell 67** (cases) must be less than or equal to Cell 80 (persons)
	Cell 67 (cases) must be zero if Cell 80 (persons) is zero
CELL 68	**Cell 68** must equal to (Cell 122 plus Cell 123)
	Cell 68 (cases) must be less than or equal to Cell 81 (persons)
	Cell 68 (cases) must be zero if Cell 81 (persons) is zero
CELL 70	**Cell 70** must be equal to Cell 78
CELL 73	**Cell 73** must equal to (Cell 124 plus Cell 125)
	Cell 73 must be equal to Cell 81
CELL 77	**Cell 77** must be equal to (Cell 69 plus Cell 74)
CELL 78	**Cell 78** must be equal to Cell 70
CELL 79	**Cell 79** must be equal to (Cell 71 plus Cell 75)
CELL 80	**Cell 80** must be equal to (Cell 72 plus Cell 76)
CELL 81	**Cell 81** must be equal to Cell 73
CELL 86	**Cell 86** must equal to (Cell 126 plus Cell 127)
CELL 88	**Cell 88** must be equal to Cell 96
CELL 91	**Cell 91** must be equal to (Cell 128 plus Cell 129)
	Cell 91 must be equal to Cell 99
CELL 95	**Cell 95** must be equal to (Cell 87 plus Cell 92)
CELL 96	**Cell 96** must be equal to Cell 88

CELL 97   **Cell 97** must be equal to (Cell 89 plus Cell 93)

CELL 98   **Cell 98** must be equal to (Cell 90 plus Cell 94)

CELL 99   **Cell 99** must be equal to Cell 91

PART B. CASELOAD (ALL), Case Exits

CELL 100   **Cell 100** must be equal to Cell 1 on the CA 253 CW report

CELL 101   **Cell 101** must be equal to Cell 2 on the CA 253 CW report

CELL 102   **Cell 102** must be equal to Cell 3 on the CA 253 CW report

CELL 103   **Cell 103** must be equal to Cell 4 on the CA 253 CW report

CELL 104   **Cell 104** must be equal to Cell 5 on the CA 253 CW report

CELL 105   **Cell 105** must be equal to Cell 85 on the CA 253 CW report

CELL 106   **Cell 106** must be equal to Cell 86 on the CA 253 CW report

CELL 107   **Cell 107** must be equal to Cell 87 on the CA 253 CW report

CELL 108   **Cell 108** must be equal to Cell 88 on the CA 253 CW report

CELL 109   **Cell 109** must be equal to Cell 89 on the CA 253 CW report

CELL 110   **Cell 110** must be equal to Cell 110 on the CA 253 CW report

CELL 111   **Cell 111** must be equal to Cell 111 on the CA 253 CW report

CELL 112   **Cell 112** must be equal to Cell 112 on the CA 253 CW report

CELL 113   **Cell 113** must be equal to Cell 113 on the CA 253 CW report

CELL 114   **Cell 114** must be equal to Cell 114 on the CA 253 CW report

CELL 115   **Cell 115** must be equal to (Cell 59 minus Cell 100 minus Cell 105 plus Cell 110)

CELL 116   **Cell 116** must be equal to (Cell 60 minus Cell 101 minus Cell 106 plus Cell 111)

CELL 117   **Cell 117** must be equal to (Cell 61 minus Cell 102 minus Cell 107 plus Cell 112)

CELL 118   **Cell 118** must be equal to (Cell 62 minus Cell 103 minus Cell 108 plus Cell 113)

CELL 119   **Cell 119** must be equal to (Cell 63 minus Cell 104 minus Cell 109 plus Cell 114)

PART C. SAFETY NET

CELL 120   **Cell 120** must be equal to (Cell 122 plus Cell 126)

CELL 121   **Cell 121** must be equal to (Cell 123 plus Cell 127)

CELL 122   **Cell 122** must be equal to (Cell 68 minus Cell 123)
                 Cell 122 (cases) must be less than or equal to Cell 124 (children)
                 Cell 122 (cases) must be zero if Cell 124 (children) is zero

CELL 123   **Cell 123** must be equal to (Cell 68 minus Cell 122)
                 Cell 123 (cases) must be less than or equal to Cell 125 (children)
                 Cell 123 (cases) must be zero if Cell 125 (children) is zero

CELL 126   **Cell 126** must be equal to (Cell 86 minus Cell 127)

CELL 127   **Cell 127** must be equal to (Cell 86 minus Cell 126)