

September 11, 2018

ALL COUNTY LETTER NO. 18-115

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALFRESH PROGRAM SPECIALISTS
ALL CalWORKs PROGRAM SPECIALISTS
ALL CALFRESH COORDINATORS
ALL WELFARE-TO-WORK COORDINATORS
ALL TRIBAL TANF ADMINISTRATORS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS
(CALWORKS): IMPLEMENTATION OF ASSEMBLY BILL 1811 –
HOMEWORK TIME FOR SELF-INITIATED PROGRAMS

REFERENCE: MANUAL OF POLICIES AND PROCEDURES (MPP) SECTIONS [42-708.72](#), [42-716.6](#), [42-750](#), [47-220.21](#), ASSEMBLY BILL 1811 (CHAPTER 35, STATUTES OF 2018), WELFARE AND INSTITUTIONS CODE (W&IC) SECTION 11325.23, ALL COUNTY LETTER (ACL) [14-47](#), ALL COUNTY INFORMATION NOTICE (ACIN) [1-47-08](#)

The purpose of this letter is to provide instructions to counties on how to assign homework time for CalWORKs clients in Self-Initiated Programs (SIPs) as a result of Assembly Bill (AB) 1811. This letter does not affect requirements for federal work participation reporting.

Background

AB 1811 expanded the activities that can be assigned as part of a SIP WTW Plan to include “study time provided for by an educational or training institution.” Previously, as described in question 2 of ACL 14-47, non-credit study time could not be assigned as part of a SIP WTW Plan because it was not among the activities listed or referenced in W&IC Section 11325.23(a)(1)(C).

Homework Time for SIPs

Beginning July 1, 2018, homework time may be assigned as part of a SIP WTW plan. For program consistency, and to prevent unequal treatment of clients in education or training programs due to the way their programs are delivered, the assignment of SIP related homework time shall follow the same guidelines for assigning homework time for clients who are not SIP

participants. These guidelines are described in MPP Section 42-716.6. Total hours of assigned homework time, supervised and unsupervised, may not exceed the hours required or advised by the education program. Hours assigned as unsupervised homework time may not exceed one hour for each hour of class time, as detailed in MPP Section 42-716.61.

SIP WTW Plans

As a reminder, SIP participants, like all WTW participants, are entitled to all necessary supportive services described in MPP Section 42-750 for all assigned hours in their WTW plans. Homework time, like distance learning as described in ACIN I-47-08, is an activity that entitles a client to receive all necessary supportive services, that they otherwise qualify for, regardless of the specific location where the activity takes place. For example, a client may not be denied child care, or any other necessary supportive service, because he or she chooses to work on assignments at home rather than at a school library. Because homework time, supervised and unsupervised, is part of education activities in the WTW plan, the client is entitled to child care during those hours, as described in MPP Section 47-220.21 and ACIN I-47-08.

SIP participants are subject to the Welfare-to-Work 24-Month Time Clock. As described in ACL 14-47, question 10, many individuals in SIPs are able to meet CalWORKs federal standards through vocational education or concurrent activities such as unsubsidized employment or work study. In those situations, months would not count towards the Welfare-to-Work 24-Month Time Clock. Satisfactory progress in a SIP can qualify a client for an extension to the WTW 24-Month Time Clock, as described in MPP Section 42-708.72. If an individual has exhausted his or her Welfare-to-Work 24-Month Time Clock, and does not receive an extension, he or she may continue in the approved SIP, but is required to meet CalWORKs federal standards' core/non-core requirements through activities either related to the SIP, or assigned concurrently.

Regulations to implement AB 1811 will be drafted at a later date. If you have any program policy questions regarding the information in this letter, please contact your CDSS Employment Bureau county consultant at (916) 654-2137.

Sincerely,

Original Document Signed By:

KIM JOHNSON
Deputy Director
Family Engagement & Empowerment Division