

November 20, 2018

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

**ALL COUNTY LETTER No. 18-138**

This letter informs counties regarding the process for the October 2018 statistical report on the number of children aged five through 17 years in families receiving CalWORKs cash assistance payments exceeding the 2018 federal poverty income level. The collection and reporting of this data is required by Title I, Part A, of the ESEA of 1965, as amended.

The California Department of Education and the United States Department of Health and Human Services, Administration for Children and Families use this information to allocate federal funds to meet the educational needs of disadvantaged children. This data is required to be reported to the California Department of Social Services from the local educational agency or from the County Welfare Departments, if not available by the local educational agency.



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



November 20, 2018

ALL COUNTY LETTER (ACL) NO. 18-138

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: STATISTICAL REPORT ON THE NUMBER OF CHILDREN, AGED 5-17 YEARS, IN FAMILIES RECEIVING CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) CASH ASSISTANCE ABOVE THE 2018 FEDERAL POVERTY LEVEL

REFERENCE: [TITLE I, PART A, OF THE ELEMENTARY AND SECONDARY EDUCATION ACT \(ESEA\) OF 1965](#)

This ACL is to inform counties regarding the process for the October 2018 statistical report on the number of children aged five through 17 years in families receiving CalWORKs cash assistance payments exceeding the 2018 federal poverty income level. The collection and reporting of this data is required by Title I, Part A, of the ESEA of 1965, as amended.

The California Department of Education and the United States Department of Health and Human Services, Administration for Children and Families (ACF) use this information to allocate federal funds to meet the educational needs of disadvantaged children. This data is required to be reported to the California Department of Social Services (CDSS) from the local educational agency or from the County Welfare Departments (CWDs), if not available by the local educational agency. Since there is no statewide source for this data, the CWDs are responsible for providing the information on children in families receiving CalWORKs assistance payments.

The CWDs must provide to the CDSS **by December 7, 2018**, a list of children aged five through 17 years who received CalWORKs cash assistance payments in the month of October 2018 that exceeded the 2018 federal poverty income level (defined by ACF as the level for a family of four, regardless of actual family size: \$2,092). To report this

information, the [TEMP 2220 form \(10/18\)](#) is attached. If there are no children that meet these criteria, please return the form with the indication, "None." Vendor payments, assistance in-kind, and income from other sources are not to be considered as cash assistance.

To ensure client confidentiality, the following dual envelope procedure is being implemented for all counties returning reports containing client specific information. The inner envelope directly containing the report must be marked "Confidential," sealed, and addressed to the CDSS as indicated below. This envelope must be placed within a second envelope, sealed, and mailed to the CDSS at the same address below.

Send the completed report to:

California Department of Social Services  
ATTN: Katie Girimonte  
Data Systems and Survey Design Section, MS. 9-13-081  
P.O. Box 944243  
Sacramento, CA 94244-2430

If there is no client specific information (indication of 'None') on the report, it may only be returned electronically to the CDSS via e-mail at:

admTEMP2220@dss.ca.gov

Otherwise, if there is client specific data to report, the dual envelope procedure described above is required. Reports containing client specific information may not be returned electronically.

If you have any questions regarding the completion of this report, please contact the Data Systems and Survey Design Section at (916) 651-8269.

Sincerely,

***Original Document Signed By:***

M. AKHTAR KHAN, Chief  
Research Services Branch  
Administration Division

Attachment

**CHILDREN AGED 5-17 IN FAMILIES  
RECEIVING CalWORKs EXCEEDING \$2,092.00  
DURING OCTOBER 20  
COUNTY: \_\_\_\_\_**

<b>CHILD CASE ID/ STATE ID NUMBER</b>	<b>STREET ADDRESS WHERE CHILD RESIDES</b>	<b>CITY</b>	<b>ZIP</b>	<b>COUNTY</b>	<b>DOB (MM/DD/YY)</b>

**IT IS REQUIRED TO SEND TEMP 2220 VIA DUAL ENVELOPE MAILING PROCEDURE IF THERE'S CHILD DATA REPORTED.**

**See ACL NO.**

**County Contact:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_