



CDSS

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GOVERNOR

July 31, 2018

ALL COUNTY LETTER (ACL) NO. 18-92

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALFRESH PROGRAM SPECIALISTS
ALL CALWORKS PROGRAM SPECIALISTS
ALL CONSORTIA PROJECT MANAGERS
ALL QUALITY CONTROL PROGRAM COORDINATORS

SUBJECT: IMPLEMENTATION OF TRANSITIONAL NUTRITION BENEFIT PROGRAM

REFERENCE: [ASSEMBLY BILL \(AB\) 1811 \(CHAPTER 35, STATUTES OF 2018\); WELFARE AND INSTITUTIONS CODE SECTIONS 18900.5 TO .7; ACL 18-90; ACL 18-91; ACL 14-49; ACL 14-56; ACL 16-112; ELECTRONIC BENEFITS TRANSFER \(EBT\) MANUAL OF POLICIES AND PROCEDURES \(MPP\) 16-120](#)

The purpose of this letter is to provide County Welfare Departments (CWDs) with policy instructions for implementation and automation of the new Transitional Nutrition Benefit (TNB) Program established in conjunction with a recent change to CalFresh eligibility rules for recipients of Supplemental Security Income and/or California State Supplementary Payment (SSI/SSP) benefits.

Assembly Bill 1811, the Fiscal Year 2018-2019 Human Services Omnibus Trailer Bill, reverses the CalFresh eligibility policy known as “cash-out” under which SSI/SSP recipients are ineligible for CalFresh. In addition, AB 1811 creates the TNB Program, the Supplemental Nutrition Benefit (SNB) Program, and augments the grant amount for the Cash Assistance Program for Immigrants (CAPI).

This ACL provides policy instructions only for the TNB Program. Policy instructions for the reversal of the cash-out policy and CAPI grant augmentation were issued via ACL 18-90 released on July, 31, 2018. Policy instructions for the SNB Program were issued via ACL 18-91 on July 31, 2018.

Throughout this ACL, “SSI/SSP recipients” refers to both recipients of SSI/SSP and SSP-only. Additionally, use of the term “CalFresh” or “CalFresh benefits” throughout this ACL also refers to recipients of California Food Assistance Program (CFAP) benefits, as applicable.

Background

Assembly Bill 1811 reverses the CalFresh eligibility policy known as cash-out, under which SSI/SSP recipients are ineligible for CalFresh. Effective June 1, 2019, or the alternate implementation date, individuals receiving SSI/SSP are eligible for CalFresh, provided all other eligibility criteria are met.

The CWDs will implement the policy change for newly eligible households as of June 1, 2019, or the alternate implementation date, known generally hereafter as the implementation date.

The CWDs will implement the policy change for existing CalFresh households on a rolling basis at the household’s next periodic report, recertification, or when voluntarily requested by the household, beginning on the implementation date. This rolling implementation date for individual households is known generally hereafter as the household effective date.

In addition to reversing the cash-out policy, AB 1811 creates two state-funded nutrition benefit programs intended to “hold harmless” existing CalFresh households negatively affected by the policy change. The two state-funded programs, known as the SNB and TNB Programs, will provide CalFresh households with nutrition benefits to mitigate the reduction of CalFresh benefits or CalFresh ineligibility, respectively.

This letter is specifically about the TNB Program, which will provide transitional state-funded nutrition benefits to CalFresh households with excluded members that receive SSI/SSP benefits that, at the time of implementation of the reversal of the cash-out policy, become ineligible for CalFresh.

The TNB Program will provide these households with state-funded nutrition benefits to the extent that state funding for this purpose is appropriated in the annual Budget Act. The TNB Program benefits are not entitlement benefits.

I. TNB PROGRAM ELIGIBILITY

Overview

CalFresh households are eligible for the TNB Program if they (1) are receiving CalFresh benefits and include at least one excluded SSI/SSP recipient on the implementation date and (2) become ineligible for CalFresh when any of those previously excluded SSI/SSP recipients are added to the household at the household’s effective date.

In determining whether a household is eligible for the TNB Program, the CWD does not need to determine whether CalFresh ineligibility was caused solely as a result of adding the previously excluded SSI/SSP recipient(s) to the household. The CWD must only determine that the CalFresh household includes an SSI/SSP recipient excluded from the household on the implementation date and that the household became ineligible for CalFresh when any of those previously excluded SSI/SSP recipients were added on the effective date.

A household must be determined ineligible for CalFresh to be eligible for TNB Program benefits. A household that is discontinued from CalFresh for any reason other than ineligibility, such as not completing a recertification, is not eligible for TNB Program benefits.

Note that initial TNB eligibility is only determined on the household's effective date. Households that include an SSI/SSP recipient and become ineligible for CalFresh after the household's effective date are not eligible for TNB.

If the household's only SSI/SSP recipient at the household effective date is not one of the same SSI/SSP recipient(s) excluded from the household on the implementation date, that household is not eligible for the TNB Program.

A two-person household that becomes eligible for the minimum benefit allotment on the household's effective date may be eligible for the SNB Program, but is not eligible for the TNB Program. A three-or-more person household that becomes eligible for zero benefits on the household's effective date is considered ineligible for CalFresh and may be eligible for the TNB Program.

TNB Program benefits are provided to a household based on the household's case number at the household's effective date. Over time, TNB Program eligibility will remain linked to that household based on the case number. The TNB Program head of household may change over time.

Households that are eligible for and receive TNB Program benefits shall not, at any point, be eligible for SNB Program benefits, regardless of any change in household circumstances.

Households eligible for the TNB Program shall initially be certified for one 12-month period. Eligible households may then be recertified for additional six-month periods. More information about the TNB Program recertification process is provided in this letter.

Transitional CalFresh

CalFresh households receiving Transitional CalFresh (TCF) benefits may be eligible for the TNB Program if at the household's TCF recertification the CWD implements the reversal of the cash-out policy and determines that the household became CalFresh ineligible when the previously excluded SSI/SSP recipients were added to the household.

Pending CalFresh Applications

CalFresh applications for households that include an excluded SSI/SSP recipient that are pending on the implementation date may be eligible for TNB Program benefits if the household is deemed eligible with a beginning date of aid in the month prior to the implementation date. This applies even if the first month of CalFresh benefits is prorated.

To determine TNB Program eligibility, the CWD will compare what would have been the household's monthly allotment for the month prior to the implementation date (e.g., if the first month of CalFresh benefits had not been prorated) to the household's monthly allotment for the month following the implementation date. If the household becomes ineligible for CalFresh the month following the implementation date the household may be eligible for the TNB Program.

SSI Suspense Status

An SSI/SSP recipient in suspense status receiving CalFresh benefits on the implementation date is not considered "excluded" for purposes of the TNB Program eligibility determination, as they were an eligible member of the CalFresh household. Households that include only an SSI/SSP recipient in suspense status receiving CalFresh benefits on the implementation date are not eligible for the TNB Program. If a household also includes an excluded SSI/SSP recipient who was not in suspense status and not receiving CalFresh benefits on the implementation date, then that household may be eligible for the TNB Program.

TNB Program Impact on Other Assistance Programs

Because TNB Program benefits, like CalFresh, are nutrition benefits, TNB Program benefits shall not be considered income for any means-tested program, including but not limited to CalWORKs, Medi-Cal, General Assistance/General Relief, and SSI/SSP, as provided by those programs.

II. TNB PROGRAM BENEFITS

TNB Program Benefit Table

The amount of TNB Program benefits provided to each TNB-eligible household will be based on a benefit table developed by CDSS below.

To determine the TNB-eligible household's TNB Program benefit allotment, the CWD must determine the following on the household's effective date:

- (1) The new household size when the previously excluded SSI/SSP recipient(s) is added to the household (vertical axis).
- (2) The number of previously excluded SSI/SSP recipients added to the household (horizontal axis).

**TRANSITIONAL NUTRITION BENEFIT
(TNB) PROGRAM TABLE**

New Household Size	(Previously Excluded SSI Recipients) 1	(Previously Excluded SSI Recipients) 2	(Previously Excluded SSI Recipients) 3+
2	A2		
3	A3	B3	
4	A4	B4	C4
5	A5	B5	C5
6	A6	B6	C6
7	A7	B7	C7
8	A8	B8	C8
9	A9	B9	C9
10	A10	B10	C10
11	A11	B11	C11
12+	A12	B12	C12

The CWD will then select a criterion from the vertical axis and a criterion from the horizontal axis. Where these two choices intersect is the TNB-eligible household's TNB Program benefit cell (e.g., A2, B3, C4). The household's benefit cell is assigned to the TNB-eligible household permanently. This is because the criteria selected from the vertical and horizontal axes are determined at the household's effective date and will not change.

The TNB Program household size is determined in accordance with CalFresh household composition rules. All household members excluded under CalFresh rules in effect on the household's effective date will be excluded when determining the TNB Program household size. For example, an ineligible student excluded from the household on the household's effective date must also be excluded from the TNB Program household.

Once the CWD has determined the TNB-eligible household's benefit cell and the corresponding TNB Program benefit allotment, that amount of TNB benefits will be provided to the household through the length of the TNB Program certification period and for each subsequent certification period that the formerly excluded SSI/SSP recipient remains in the household and other TNB eligibility criteria are met, subject to appropriation.

TNB Program benefits cannot be prorated.

The household's TNB Program benefit allotment is not subject to adjustment due to changes in the household's circumstances reported during the TNB Program certification period. The exception to this rule is if the TNB Program household receives CalFresh benefits during the TNB certification period. In this case, the household's TNB Program benefits will be discontinued.

The first TNB Program benefit table with benefit allotments will be issued by CDSS via ACL and is forthcoming.

TNB Benefit Issuance

The TNB Program benefits will be issued monthly through the EBT system. More information about EBT automation is provided in this letter.

TNB Program Account Aging and Expungements

The TNB Program benefits are subject to existing EBT account aging and expungement rules, found at MPP 16-120 Account Aging and Expungement. Expunged TNB Program benefits shall not be reinstated.

TNB Program Benefit Use

The TNB Program benefits can be used the same way that CalFresh benefits can be used. Households can use TNB Program benefits to buy food for household members to eat. Households cannot use TNB Program benefits to buy alcohol, cigarettes and other tobacco products, non-food items, vitamins and medicines, food that will be eaten in-store, and hot or prepared foods, except through the Restaurant Meals Program (RMP).

The RMP allows eligible homeless, elderly, and/or disabled EBT cardholders receiving CalFresh benefits to purchase hot, prepared foods at participating restaurants using their EBT card. Like CalFresh benefits, TNB Program benefits can be used by eligible cardholders to make a purchase at RMP participating restaurants in RMP participating counties.

For additional guidance on this topic, see ACL 16-112 released on December 23, 2016, and ACL 14-49 released on August 6, 2014.

III. TNB PROGRAM CONTINUING ELIGIBILITY

TNB-eligible households will maintain TNB Program eligibility as long as (1) the household includes at least one of the same SSI/SSP recipient(s) excluded from the household on the implementation date and added to the household on the household's effective date, (2) that same individual continues to receive SSI/SSP, and (3) the household is ineligible for CalFresh.

If the TNB Program household receives CalFresh benefits during the TNB certification period, the household will lose TNB Program eligibility.

Once a household loses TNB Program eligibility, TNB Program eligibility cannot be reestablished. The only exception to this rule is if a household loses TNB Program eligibility for failure to provide the documentation or information required to determine continuing TNB Program eligibility. In this case, TNB Program eligibility may be restored. More information about restorations is provided in this letter.

TNB Program Household Reporting

After the initial 12-month certification, continuing TNB Program eligibility will be determined every six months at the household's TNB Program recertification. TNB-eligible households will not be required to report mid-period or complete a periodic report for the purpose of maintaining TNB Program eligibility.

The CWDs are not required to act on information received regarding the household's circumstances during the TNB Program certification period. This applies whether the information is received through an electronic data match or is otherwise reported to the CWD.

The only exception is if an ongoing TNB Program household is determined CalFresh eligible because the household applied for CalFresh separate and apart from the TNB Program. In this case, the household's TNB eligibility must be discontinued during the TNB Program certification period. At that time, the household must be informed of their TNB Program discontinuance. The CWD will send the household a *Notice of Discontinuance for the Transitional Nutrition Benefit Program* (TNB 6).

If a TNB Program household voluntarily reports a change of address and/or contact information during the TNB Program certification period, the CWD shall update the TNB Program household's case record accordingly to ensure that TNB Program notices are sent to the most up to date mailing address. Inter county transfers (ICT) for TNB Program benefits are addressed later in this letter.

TNB Program Recertification

TNB Program Recertification is the process by which the CWD determines continuing TNB Program eligibility prior to the end of a household's current certification period. TNB Program households may not continue to receive TNB Program benefits beyond their current certification period without completing all the TNB Program recertification requirements.

TNB-eligible households shall initially be certified for one 12-month period. Households that continue to be TNB-eligible may be recertified for additional six-month periods. To maintain eligibility after the initial 12-month certification period, TNB-eligible households must complete the TNB Program recertification process every six months.

The *Notice of Recertification for the Transitional Nutrition Benefit Program* (TNB 4) serves as both a notice of certification expiration and the TNB Program recertification form. The

TNB 4 must be sent to the household at least 45 days in advance of the TNB Program certification expiration.

To be considered timely, the TNB 4 and, if applicable, a CalFresh application must be submitted to the county by the 15th day of the last month of the TNB Program certification period.

To be considered complete, the TNB Program household must report on the TNB 4 any changes that may make the household ineligible for the TNB Program since the last certification period. These changes are captured via a series of four yes-no questions. If the TNB Program household reports a change by answering “yes” to any of the four questions, the TNB Program household is instructed to submit a CalFresh application in addition to the TNB 4 by the due date.

If the household reports a change, the recertification process is only considered complete if the household submits a complete TNB 4 *and* a CalFresh application by the due date. If the household does not report any changes, the recertification is considered complete if the household submits only the complete TNB 4 by the due date.

Timely Processing

A household that submits a complete TNB 4 and, if applicable, a CalFresh application, by the 15th day of the last month of the expiring certification period is considered timely. If such a household meets the recertification requirements before the end of the certification period and continues to be TNB-eligible, the CWD must provide the household with a notice of approval by the last day of the household’s certification period.

Processing Delays

If the CWD is unable to complete the recertification process by the end of the current certification period, regardless of the cause of the delay, the CWD may allow for delayed processing of the TNB Program recertification. The delay may be for no more than the calendar month following the end of the certification period. The CWD must complete the TNB Program recertification as soon as possible. If the household continues to be eligible for the TNB Program, the CWD will issue benefits for the first full month of the new certification period. The household must be provided a notice of approval no later than the last day of the calendar month following the end of the household’s certification period.

As a reminder, regardless of the cause of the delay, TNB Program benefits cannot be prorated. TNB Program benefits will be provided for the full month in which the delay occurred, and that month will be considered the first month in the TNB Program household’s new six-month certification period.

California Residency

The TNB Program eligibility is based on at least one of the same individuals, excluded from the household on the implementation date and added to the household on the household’s effective date, still residing in the household and continuing to receive

SSI/SSP in California. Therefore, TNB-eligible households must reside in California to receive TNB Program Benefits. The instructions on the TNB 4 explain that households that do not reside in California are not eligible for the TNB Program and therefore do not need to complete the TNB Program recertification.

If the TNB 4 is submitted by a household and indicates a current address outside of California, the household will lose TNB program eligibility. At that time, the household must be informed of the TNB Program discontinuance. The CWD must send the household a TNB 6.

Complete TNB 4 Submitted with No Changes Reported

Upon receipt of a complete TNB 4 with no changes reported by the household, the CWD will determine continuing TNB Program eligibility. If found eligible, the CWD will issue TNB Program benefits according to the TNB Program benefit table applicable at the time. The household must be informed of the household's continuing TNB Program eligibility and the TNB Program benefit allotment. The CWD must send the household a *Notice of Approval for the Transitional Nutrition Benefit Program (TNB 2)*.

Complete TNB 4 Submitted with Changes Reported

Upon receipt of a complete TNB 4 indicating a change that may make the household ineligible for the TNB Program, the CWD must confirm that a CalFresh application has also been submitted by the TNB Program household. The household may submit the CalFresh application at the same time as the TNB 4 or may submit a CalFresh application separate from the TNB 4 (e.g., online, by mail, by phone, by fax, or at the CWD drop box), but before the due date.

The CWD will process the CalFresh application and determine whether the household is eligible for CalFresh before determining continuing TNB Program eligibility. As with any CalFresh application, the CWD must complete the CalFresh application process, including the interview and collection of necessary verifications if applicable, to determine CalFresh eligibility. (Completed TNB 4s that indicate a change, but that are missing a CalFresh application, are addressed later in this letter.)

Household Eligible for CalFresh

If the household is eligible for CalFresh, the CWD will certify CalFresh benefit eligibility and discontinue TNB Program benefits. At that time, the household must be informed that the household is no longer eligible for the TNB Program. The CWD must send the household a TNB 6.

Household Remains Ineligible for CalFresh

If the household remains ineligible for CalFresh, the CWD will then determine whether the household continues to be eligible for the TNB Program. As a reminder, the other TNB Program eligibility requirements that must be considered at recertification include (1) whether the TNB Program household continues to include at least one of the SSI/SSP recipient(s) excluded from the household on the

implemenatation date and added to the household on the household's effective date and (2) whether the same individual(s) continues to receive SSI/SSP benefits.

- If the household does not meet both of these TNB Program eligibility requirements, the household will lose TNB Program eligibility, even if the household is not CalFresh eligible. At that time, the household must be informed of the TNB Program discontinuance. The CWD must send the household a TNB 6.
- If the household continues to meet both of these TNB Program eligibility requirements, the household will be recertified for the TNB Program. The household must be informed of the household's continuing eligibility and benefit allotment. The CWD will issue TNB Program benefits according to the TNB Program benefit table applicable at the time. The CWD must send the household a TNB 2.

If at recertification the CWD determines a change in the number of SSI/SSP recipients in the TNB Program household, but the household maintains continued eligibility for the TNB Program, the CWD should not adjust the TNB Program benefit allotment. The household's TNB Program benefit allotment is based only on (1) the CalFresh household size when the previously excluded SSI/SSP recipient(s) is added to the CalFresh household and (2) the number of previously excluded SSI/SSP recipient(s), both at the household's effective date and subject to appropriation. Therefore, changes in household composition are not considered when determining the continuing TNB Program benefit allotment, but may impact eligibility.

Incomplete TNB 4 Submitted

A TNB 4 is considered incomplete if (1) the household does not indicate whether changes have occurred, (2) the household does not sign the TNB 4, or (3) the household indicates that a change has occurred, but the household does not complete a CalFresh application by the due date.

If the CWD receives an incomplete TNB 4, the CWD must send the household a *Recertification Reminder Notice for the Transitional Nutrition Benefit Program (TNB 5)* informing the household that their TNB Program recertification is incomplete. The TNB 5 informs the household of what is required to complete the recertification process and that the CWD cannot complete the recertification process until all required steps have been taken by the household.

If after sending the TNB 5, the CWD still does not receive a complete TNB 4 and, if applicable, a CalFresh application, the household will lose TNB Program eligibility. In this case, a TNB 6 is not required to be sent to the household, since the TNB 4 is both the TNB Program notice of expiring certification and the TNB Program recertification form.

If the CWD receives a complete TNB 4 and, if applicable, a CalFresh application before the end of the certification period, but the delay renders the CWD unable to complete the recertification timely, the recertification may be completed under TNB Program delayed processing rules. As a reminder, TNB Program delayed processing may be for no more than a calendar month after the end of the certification period and TNB Program benefits cannot be prorated.

No TNB 4 Submitted

If the CWD does not receive a TNB 4 by the due date, the CWD will send the household a *TNB 5* informing the household that the TNB 4 was not submitted and the TNB Program recertification is incomplete.

As described above, if the CWD does not receive a complete TNB 4 by the end of the certification period, the household will lose TNB Program eligibility. Again, in this case a TNB 6 is not required to be sent to the household, since the TNB 4 is both the TNB Program notice of expiring certification and the TNB Program recertification form.

Note that the TNB Program recertification process itself does not require an interview. Only if the TNB Program household is required to submit a CalFresh application to determine CalFresh eligibility shall a full CalFresh eligibility determination, including interview, be required.

TNB Program Restorations

Once a household loses TNB Program eligibility, TNB Program eligibility cannot be restored. The only exception to this rule is if a household loses TNB Program eligibility for failure to provide the documentation or information required to determine continuing eligibility. In this case, TNB Program eligibility may be restored without proration back to the original date of discontinuance, if all documentation and information required to determine continuing eligibility is provided to the county within 30 days of the discontinuance from the TNB Program.

TNB Program and Other Assistance Program Reporting Requirements

Some TNB Program households may also receive other public assistance program benefits, such as CalWORKs. The eligibility requirements for the TNB Program and other public assistance programs are separate and apart from each other. Therefore, if a household receives both TNB Program benefits and other public assistance program benefits, the household must independently meet both sets of requirements to maintain eligibility for each program. For example, a household's required periodic report for CalWORKs cannot substitute for the required TNB Program recertification. The household must complete both the CalWORKs periodic report and the TNB Program recertification.

TNB Program and Inter County Transfers

The TNB Program benefits are subject to ICT policies and procedures. At the time of an ICT, the TNB Program case will be transferred to the TNB Program household's new county of residence. The TNB Program benefits will not be terminated because of the ICT.

TNB Program Voluntary Request to Close Case

Any TNB Program household may voluntarily request to close their TNB Program case at any time. When the CWD receives a voluntary request to close a TNB Program case from the head of household, responsible adult household member, or authorized representative, the CWD is required to take mid-period action with no further verification.

IV. TNB PROGRAM ADMINISTRATION

TNB Program Forms and Notices

The CDSS shall develop a series of client notices for the TNB Program. The notices that will be developed, as well as their purpose, are outlined below. The TNB Program notices will be issued by the Department via ACL and are forthcoming.

TNB 1: Information Notice for the Transitional Nutrition Benefit Program

The purpose of the TNB 1 is to provide the household with general information about the TNB Program and an overview of TNB Program eligibility rules. The TNB 1 will be provided to the household when initial TNB Program eligibility is determined.

TNB 2: Notice of Approval for the Transitional Nutrition Benefit Program

The purpose of the TNB 2 is to inform the household that they have been approved to receive TNB Program benefits. This notice also provides information to the household about how they may continue to receive TNB Program benefits. The TNB 2 will be provided to the household when initial TNB Program eligibility is determined and, if applicable, at the TNB Program recertification thereafter.

TNB 3: Notice of Change for the Transitional Nutrition Benefit Program

The purpose of the TNB 3 is to inform the household that there has been a change in their TNB Program benefits (for example, if TNB Program funding changes and TNB Program benefit allotments are impacted). The TNB 3 will be provided to the household no later than ten days prior to the change.

TNB 4: Notice of Recertification for the Transitional Nutrition Benefit Program

The purpose of the TNB 4 is to inform the household that the household's TNB Program certification will expire and that the household must complete the TNB Program recertification process in order to continue receiving TNB Program benefits. The TNB 4 acts as both the notice of expiring certification and the TNB Program recertification form. The TNB 4 indicates the date the household's TNB Program certification period expires. It also provides the date by which the household must submit the TNB Program recertification form and, if applicable, a CalFresh application to receive uninterrupted TNB Program benefits. The TNB 4 describes that not completing the recertification in a timely manner may lead to a discontinuance. Lastly, the TNB 4 explains that households that no longer reside in California are not eligible for TNB Program and therefore do not need to complete the TNB Program recertification.

The TNB 4 requires that the TNB household report any changes that may make the household ineligible for the TNB Program. If the TNB Program household reports such a change, the TNB 4 informs the household that they must also submit a CalFresh application. The TNB 4 must be sent at least 45 days in advance of the household's expiration of TNB Program certification.

TNB 5: Recertification Reminder Notice for the Transitional Nutrition Benefit Program

The purpose of the TNB 5 is to inform the household that their TNB Program recertification was either not received or is incomplete. If the TNB recertification is incomplete, the TNB 5 informs the household of what is required to complete the recertification process. The TNB 5 reminds the household that the CWD cannot complete the recertification process until all required steps have been taken by the household.

TNB 6: Notice of Discontinuance for the Transitional Nutrition Benefit Program

The purpose of the TNB 6 is to inform the household that the household's TNB Program eligibility has been discontinued; for example, if the household applies for and is eligible to receive CalFresh, or the originally excluded SSI/SSP recipient(s) are no longer part of the household or receiving SSI/SSP benefits. The TNB 6 will be provided to the household no later than ten days prior to the discontinuance unless the discontinuance is a result of an incomplete TNB Program recertification. The TNB 6 may be combined with the household's CalFresh notices, when applicable. For example, the household is discontinued from the TNB Program during the TNB Program certification because the household has been found eligible for CalFresh.

All of the above mentioned TNB Program notices, other than the TNB 1, must include a NA Back 9 detailing the TNB Program household's hearing rights. Like all other forms and notices issued by CDSS, TNB Program form and notice translations will be provided accordingly.

TNB Program Automation

A new EBT benefit type and a new aid code will be developed for programming in the Statewide Automated Welfare Systems (SAWS) consortia. Details regarding the new EBT benefit type and aid code will be issued by CDSS via ACL and are forthcoming.

TNB Program Required Data Elements

In developing the automation for the TNB Program, the SAWS consortia shall ensure that the following data elements are captured so that analysis required for evaluation of the TNB Program may be completed in the future.

- Number of TNB Program households
- Number of persons in each TNB Program household
- Number of SSI/SSP recipients in each TNB Program household
- Number of TNB Program households also receiving CalWORKs
- TNB Program head of household language preference

For both the TNB Program head of household and individual members:

- Gender
- Race/Ethnicity
- Age
- Eldery or disabled status

CalFresh Data Reporting

Because TNB Program households are not CalFresh households, TNB Program households will not be included in the CalFresh recipient or household count for the purpose of CalFresh data reporting.

CalFresh Federal Benefit Reporting

State-funded TNB Program benefits shall not be included in the benefit count for the purpose of federal Supplemental Nutrition Assistance Program reporting.

CalFresh Administrative Funding

County Fiscal Letters (CFL) providing the CalFresh Administrative allocation and fiscal claiming instructions to counties are forthcoming. Additionally, CFLs will be provided to address the administration of the TNB Program, which will be separate from the regular CalFresh Administrative allocation.

TNB Program Quality Assurance

The TNB Program provides transitional state funded nutrition benefits to former CalFresh households and, as such, are not subject to federal Quality Control (QC) review procedures. Discontinued CalFresh households that received TNB Program benefits may be included in Case and Procedural Error Rate (CAPER) samples and Management Evaluation case reviews, but any TNB-specific errors will not count towards the CAPER error rate. The CWDs are encouraged to include TNB Program accuracy in their quality assurance reviews.

CalFresh MPP

The CalFresh MPP will be updated to reflect these policy changes as soon as administratively feasible.

If you have any questions regarding this ACL, please contact the CalFresh Policy Bureau at (916) 651-8047.

Sincerely,

Original Document Signed By:

TODD R. BLAND

Deputy Director

Family Engagement and Empowerment Division