

August 09, 2018

ALL COUNTY LETTER (ACL) NO. 18-96

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

SUBJECT: CALFRESH WAIVER EXTENSION APPROVAL:
REINSTATEMENT OF BENEFITS WITHIN 30 DAYS OF THE
EFFECTIVE DATE OF INELIGIBILITY

REFERENCES: UNITED STATES DEPARTMENT OF AGRICULTURE, FOOD
AND NUTRITION SERVICE (FNS) WAIVER 2090046; [ACL 12-35](#)
AND [ACL 10-32](#); [7 CODE OF FEDERAL REGULATIONS \(7 CFR\)](#)
[272.3\(c\)\(1\)\(ii\)](#), [7 CFR 273.2\(c\)](#), AND [7 CFR 273.2\(e\)\(1\)](#)

The purpose of this letter is to transmit and provide instructions to the County Welfare Departments (CWDs) regarding the approved extension of FNS waiver # 2090046. The waiver allows CWDs to reinstate the eligibility of Non-Assistance CalFresh (NACF) households that have recently become ineligible for CalFresh benefits due to the household's failure to provide required verification and/or other information at the periodic report (i.e. SAR 7) as long as the household has taken the required action within 30 days of the effective date of the ineligibility.

Under the waiver, a recently discontinued household must provide the missing report (i.e. SAR 7), requested verification and/or other information required to reestablish eligibility within 30 days of the effective date of ineligibility. If within 30 days following the effective date of discontinuance, the household provides the requested verification and/or other information, the CWD will reinstate the household for the remaining months of the certification period provided the household still meets all other eligibility requirements and the current certification period has not yet expired. The household's benefits will be prorated beginning on the date the household takes the required action

to reestablish eligibility. The CWD must fully resolve the reason for the case closure prior to reestablishing eligibility.

The CWDs should note that this waiver applies only to the reinstatement of eligibility when a household has failed to provide required verification and/or other information at the periodic report.

The FNS has approved this waiver extension for a period of two years, effective July 1, 2018 through June 30, 2020, and contingent upon the state's compliance with the conditions listed under item 10 of the enclosed waiver extension approval. Those conditions are:

- The household's case must be in closed status;
- The household's eligibility can only be reinstated without a new application or interview if the missing report, information, or verification is received by the local office within 30 days of the date the household became ineligible for program benefits;
- The household has at least one month remaining in the certification period after the effective date of ineligibility;
- The household must fully resolve the reason for the case closure and reestablish eligibility which may include reporting and verifying any changes in household circumstances;
- The household must be eligible for benefits during the reinstatement month and the remaining months of the certification period;
- Benefits for the initial month of reinstated eligibility must be prorated from the date the household took the required action to reestablish eligibility;
- For households other than those that submit a new application, the CWD must retain the established certification period;
- The CWD must have the technological and administrative capacity to manage this waiver according to its terms and conditions.

Waiver data requirements are listed under item 11 of the enclosed waiver extension approval. This information is required in order for the State to be considered for a future extension of this waiver.

This waiver does not make changes to the required information and verification needed to maintain eligibility for the CalFresh program. The CWDs must continue to review and validate information and verification submitted by the household and must take all appropriate actions based on the information provided. All rules and regulations for providing notices of action remain applicable.

The CWDs are reminded of the requirement to thoroughly document the reason for discontinuance and for reinstatement in the case file.

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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

Attachment: Federal Waiver



United States Department of Agriculture

Food and
Nutrition
Service

Park Office
Center

3101 Park
Center Drive
Alexandria
VA 22302

JUN 08 2018

Kim McCoy Wade
Chief
CalFresh and Nutrition Branch
California Department of Social Services
744 P Street
Sacramento, California 95814

RE: SNAP – California Waiver Request for Reinstatement – Extension –
Approval

Dear Ms. McCoy Wade:

This letter transmits the approval of the California Department of Social Services request to continue to waive Supplemental Nutrition Assistance Program (SNAP) regulations at 7 CFR 273.2(c) and 7 CFR 273.2(e)(1). Under this waiver (2090046), California can reinstate the eligibility of households that have recently become ineligible for SNAP benefits due to the household's failure to provide required information or verification. Eligibility can be reinstated without requiring the household to file a new application if the household takes the required action needed within 30 days of the effective date of ineligibility and the household's certification period has not expired.

The Food and Nutrition Service (FNS) is approving this waiver for a period of 2 years, effective July 1, 2018 through June 30, 2020. The approval is contingent upon the State agency's compliance with the waiver conditions and data reporting components in items 10 and 11 of Enclosure 1. The detailed waiver response is enclosed. If the State would like to extend this waiver, a request must be submitted to the Regional Office 60 days prior to the expiration date.

If you have questions or need additional information regarding this waiver, please contact your respective Regional Office representative, Jackie Bourne at (415) 293-3717 or jacqueline.bourne@fns.usda.gov.

Sincerely,

Sasha Gersten-Paal
Chief
Certification Policy Branch
Program Development Division

Enclosure

REINSTATEMENT WAIVER RESPONSE

1. **Waiver serial number:** 2090046
2. **Type of request:** Extension
3. **Regulatory citation:** 7 CFR 273.2(c) and 273.2(e)(1)
4. **State:** California
5. **Region:** Western
6. **Regulatory requirements:** Supplemental Nutrition Assistance Program regulations at 7 CFR 273.2(c) require that a household not currently participating in the program must file a new application to apply for benefits. This requirement applies to households not currently receiving benefits, including those that have recently lost their eligibility.

Regulations at 7 CFR 273.2(e)(1) require that all applicant households, subject to certain exceptions, must have a face-to-face interview at initial certification and at least once every 12 months thereafter.

7. **Description of alternative procedures:** This waiver allows the State agency to reinstate the eligibility of households that have recently become ineligible without requiring the household to submit a new application for benefits. Under the waiver, a household must provide the information and/or verification required to reestablish eligibility within 30 days of the effective date of ineligibility. The eligibility worker may reinstate the household for the remaining months of the certification period; the overall length of the certification period remains unaffected. Benefits will be prorated for the remainder of the certification period beginning on the date the household takes the required action to reestablish eligibility. The eligibility worker must fully resolve the reason for the case closure prior to reestablishing eligibility. This waiver applies only to households that report and verify a change in circumstances within 30 days of the effective date of ineligibility. Benefits will be reinstated for the remaining months of the certification period and the length of the certification period will be unchanged.

State specific proposed alternative procedures: None.

8. **Action and reason for approval or denial:** The Food and Nutrition Service (FNS) recognizes the need for State agency measures for effective and efficient program management. FNS is approving the State's request for 2 years, effective July 1, 2018.

9. Regulatory or legislative basis for action: Approval is based on 7 CFR 272.3(c)(1)(ii), which allows FNS to approve waivers that would result in a more effective and efficient administration of the program.

10. Conditions and reasons:

- The household's case must be in closed status;
- The household's eligibility can only be reinstated without a new application or interview if the missing report, information, or verification is received by the local office within 30 days of the date the household became ineligible for program benefits;
- The household has at least one month remaining in the certification period after the effective date of ineligibility;
- The household must fully resolve the reason for the case closure and reestablish eligibility which may include reporting and verifying any changes in household circumstances;
- The household must be eligible for benefits during the reinstatement month and the remaining months of the certification period;
- Benefits for the initial month of reinstated eligibility must be prorated from the date the household took the required action to reestablish eligibility;
- For households other than those that submit a new application, the State agency must retain the established certification period;
- The State must have the technological and administrative capacity to manage this waiver according to its terms and conditions.

11. Information required for extension: In order to receive an extension, the State agency must provide data on the number of households affected by this waiver and any issues or complaints associated with the waiver. FNS is also requiring the Quality Control (QC) error rate for households reinstated under this waiver, when the error occurs in the month of reinstatement. If the State agency has further questions about the data being required, please contact the Western Regional Office. In addition, waiver extension requests must be submitted to the Regional Office 60 days prior to the expiration date.

12. Expiration date: June 30, 2020

13. Limitation, if any, on approval: This approval is limited to California Department of Social Services.

14. Quality control procedures: No special Quality Control (QC) procedures are required for cases subject to the provisions of this waiver. Cases should be reviewed using standard review procedures contained in the FNS Handbook 310.

15. Date of State agency's request: May 1, 2018

16. Date of Regional Office's transmittal of request to National Office:

May 2, 2018

17. Date of National Office action: JUN 08 2018

18. Anticipated implementation date (notify FNS if actual date differs):

July 1, 2018

19. State agency contact (name/email/telephone):

Name: Jennifer Niklas

Email: Jennifer.Niklas@dss.ca.gov

Phone: (916) 657-4565

20. FNS Regional Office contact (name/email/telephone):

Name: Jackie Bourne

Email: Jacqueline.Bourne@fns.usda.gov

Phone: (415) 293-3717