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GOVERNOR

July 09, 2019

ALL COUNTY LETTER (ACL) NO. 19-66

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY
TO KIDS (CALWORKS) PROGRAM SPECIALISTS
ALL COUNTY CALFRESH PROGRAM SPECIALISTS
ALL COUNTY REFUGEE PROGRAM COORDINATORS
ALL CONSORTIUM PROJECT MANAGERS

SUBJECT: TREATMENT OF UNITED STATES CENSUS TEMPORARY
WORKERS' INCOME

REFERENCE: [WELFARE AND INSTITUTIONS CODE SECTION 11265.2;](#)
[MANUAL OF POLICIES AND PROCEDURES \(MPP\) SECTIONS 44-](#)
[101\(c\), 44- 315.311, 44-316.31, 22-071.12, 69-206, 70-105.1; ALL](#)
[COUNTY LETTER \(ACL\) NO. 09-26, 18-137](#)

The purpose of this ACL is to provide counties with information on the treatment of temporary earnings received by 2020 United States census workers for the California Work Opportunity and Responsibility to Kids (CalWORKs) program. The United States Census Bureau recruits and temporarily employs people to fill hundreds of thousands of paid, part-time positions that last on average four to eight weeks. Census income must be reasonably anticipated to be included in the CalWORKs grant computation.

Census Bureau positions have intermittent schedules of 20 to 35 hours per week and pay a rate based on the average pay for localities where individuals will work. Most temporary employment will take place July 26, 2019 through October 11, 2019, and March 30, 2020 through July 31, 2020. Start time, number of hours and length of employment will vary depending on the need of neighborhoods being surveyed. The nature of these temporary part-time and full-time jobs is such that the income received will often be difficult to reasonably anticipate.

DEFINITION OF REASONABLY ANTICIPATED INCOME

In accordance with [MPP Section 44-101\(c\)](#), income is reasonably anticipated when the county determines it is reasonably certain that the recipient will receive a specified amount of monthly income during the payment period. Once the county has determined the income reported has been or will be approved or authorized within the next payment period, or the household is otherwise reasonably certain that the income will be received within the payment period, then the income is reasonably anticipated.

The county must ensure that the following criteria are also met to be able to consider the income as reasonably anticipated income per MPP Section 44-315.311:

- 1) **“The amount of the income is known”** [\(MPP Section 44-315.311\(b\)\)](#); and
- 2) **“The start date of the income is known”** pursuant to [MPP Section 44-315.311\(b\)](#) and [MPP section 44-315.311\(c\)](#).

For example, if hours and hourly wage are known but the start date has not been established, then the income does **not** meet the criteria for reasonably anticipated income and would **not** be taken into consideration as income when evaluating the need of the individual and determining the grant amount.

In addition, per [MPP Section 44-316.31](#), if a voluntary report results in a decrease in the cash grant, the county shall not act to change the grant amount but shall send a notice pursuant to [MPP Section 22-071.12](#). Mandatory mid-period reporting rules require the reporting of income exceeding the lower of the two tiers of the Income Reporting Threshold (IRT) [\(ACL 18-137\)](#). When an Assistance Unit (AU) reports income in excess of the IRT, the county must redetermine the AU's financial eligibility and grant amount for the payment period [\(MPP Section 44-316.324\(c\)\)](#). Therefore, any income received mid-period which does not exceed the IRT, does not need to be acted on until the next payment period.

REFUGEE CASH ASSISTANCE (RCA)/ENTRANT CASH ASSISTANCE (ECA) and TRAFFICKING AND CRIME VICTIMS ASSISTANCE PROGRAMS (TCVAP)

The above instructions regarding the treatment of temporary census income also apply to the RCA/ECA programs. In accordance with [MPP Section 69-206](#), income shall be considered on the same basis as in the CalWORKs program for determining need and computing the assistance payment, except that the sponsored noncitizen provisions as they apply in the CalWORKs program shall not be applied to RCA cases. The above instructions also apply to TCVAP in accordance with [MPP Section 70-105.1](#).

CONTACTS

Please direct questions regarding CalWORKs income requirements to the CalWORKs Eligibility Bureau at (916) 654-1322. For questions regarding RCA/ECA or TCVAP, please contact the Refugee Programs Bureau (RPB) at (916) 654-4356.

Sincerely,

Original Document Signed By:

MARCELA RUIZ
Acting Deputy Director
Family Engagement and Empowerment Division