

August 5, 2019

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 19-78

The purpose of this All County Letter is to remind County Welfare Departments of the requirement to use Applicant Income Eligibility Verification System at Redetermination and Recertification for the California Work Opportunity and Responsibility to Kids and CalFresh programs.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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GAVIN NEWSOM
GOVERNOR

August 5, 2019

ALL COUNTY LETTER (ACL) NO. 19-78

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALFRESH PROGRAM SPECIALISTS
ALL CALWORKS PROGRAM SPECIALISTS
ALL COUNTY IEVS COORDINATORS
ALL COUNTY SPECIAL INVESTIGATIVE UNIT CHIEFS

SUBJECT: CALWORKS AND CALFRESH: APPLICANT INCOME
ELIGIBILITY VERIFICATION SYSTEM (IEVS) PROCESSING AT
REDETERMINATION AND RECERTIFICATION (RD/RC)

REFERENCE: [7 CODE OF FEDERAL REGULATION \(CFR\) SECTION 272.8](#), AND [273.16\(i\)\(4\)\(i\)](#); [45 CFR SECTION 205.51](#); [MANUAL POLICIES AND PROCEDURES \(MPP\) SECTIONS 20-006, 63-504.6, AND 40-181.2](#); [SOCIAL SECURITY ACT SECTION 1137](#), AND [TITLE IV Part A](#); AND [ALL COUNTY LETTER \(ACL\) 17-41, 18-22 AND 19-10](#)

The purpose of this letter is to instruct County Welfare Departments (CWDs) to use the Applicant Income and Eligibility Verification System (IEVS) at Redetermination and Recertification (RD/RC) for the California Work Opportunity and Responsibility to Kids (CalWORKs) and CalFresh programs. This will assist CWDs in making accurate determinations of benefits.

Background

The use of third party verification is federally-mandated for CalWORKs ([Title IV Part A of the Social Security Act](#) and [45 CFR § 205](#)) and CalFresh ([Social Security Act Section 1137](#) and [7 CFR § 272.8](#)) in order to ensure the accurate determination of client-eligibility and benefit levels, and to maintain program integrity. The CDSS utilizes Applicant IEVS to comply with this mandate.

Applicant IEVS Requirements

The Applicant IEVS process must be completed at initial application and each subsequent RD/RC. The [MPP § 20-006.21](#) provides guidance on the treatment of applicant data received during each iteration of the Applicant IEVS process. As is true at initial application, information must not be submitted for any applicant who was determined to be ineligible, except those excluded household/assistance unit members whose income and resources are considered when determining eligibility and benefit amount.

The CWDs must utilize Applicant IEVS to assist in resolving any potential discrepancies with what was reported on the SAWS 2 and/or in the interview. These discrepancies must be resolved with the household/assistance unit prior to the beginning of the new certification period, in accordance with [MPP § 63-504.61](#) and [MPP § 40-181.212](#). However, the eligibility determination must not be delayed pending the receipt of Applicant IEVS information if other information establishes the individual's eligibility, in accordance with [MPP § 20-006.41](#).

The requirement to complete the Applicant IEVS process at RD/RC does not impact the existing Recipient IEVS process. There may be information provided in an Applicant IEVS match which is duplicative with a Recipient IEVS match. The CWDs should assess their county processes to ensure that identical verifications are not being requested from the client on duplicative IEVS information.

Processing IEVS Data Matches Recertification and Redetermination

The CWD must request Applicant IEVS data at least 15 days prior to the RD/RC interview in order to assist with the determination of ongoing eligibility. When the processing of a CalFresh application for recertification is delayed, the CWD must follow the processing guidelines stated in [ACL 19-10](#). When the processing of a CalWORKs application for recertification is delayed, the CWD must follow the processing guidelines as stated in [MPP § 40-181.214](#).

If the CWD is unable to resolve a discrepancy relevant to the determination of eligibility for the upcoming certification period during the interview, the CWD must provide a client verification letter ([i.e., CW 2200](#)). The CWD is only permitted to request information relevant to making a proper determination of eligibility for the upcoming certification period.

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Any questions regarding these changes may be emailed to PIBPolicy@dss.ca.gov.

Sincerely,

Original Document Signed By:

TODD R. BLAND
Assistant Director
Automation, Integrity, and Client Initiatives Branch