December 12, 2019

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY LETTER NO. 19-112

The purpose of this letter is to provide guidance regarding tracking time-on-aid information for recipients in CalWORKs Family Reunification cases that are issued Temporary Homeless Assistance benefits.
December 12, 2019

ALL COUNTY LETTER (ACL) NO. 19-112

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY WELFARE-TO-WORK COORDINATORS
ALL COUNTY CalWORKs PROGRAM SPECIALISTS
ALL CONSORTIA PROJECT MANAGERS
ALL COUNTY FISCAL OFFICERS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CALWORKS) FAMILY REUNIFICATION (FR) CASES AID CODE REVISIONS FOR WELFARE DATA TRACKING IMPLEMENTATION PROJECT (WDTIP) AND TRACKING RECIPIENTS ACROSS CALIFORNIA (TRAC)

REFERENCE: ASSEMBLY BILL (AB) 236 (CHAPTER 545, STATUTES OF 2017); WELFARE AND INSTITUTIONS CODE (WIC) SECTION 11203 AND WIC SECTION 11450; MANUAL OF POLICIES AND PROCEDURES (MPP) SECTION 42-302.2; MPP SECTION 44-211.5; AND MPP SECTION 82-812.67; ACL NO. 18-71; AND ALL COUNTY FISCAL LETTER NO. 19/20-21

This letter provides guidance regarding tracking time-on-aid information for recipients in CalWORKs FR cases that are issued temporary Homeless Assistance (HA) benefits.

BACKGROUND

Pursuant to the passage of Assembly Bill (AB) 236 (Chapter 545, Statutes of 2017), as of January 1, 2018, CalWORKs families receiving FR services are eligible to receive temporary HA benefits, if the county determines that these benefits are necessary for reunification to occur. Prior to the passage of AB 236, CalWORKs FR cases could only be authorized to receive supportive services. The aid codes associated with these cases (4P and 4R) were not included in the TRAC system because CalWORKs FR cases are not eligible for a CalWORKs grant.
PURPOSE OF THIS LETTER

HA benefits are considered CalWORKs Special Needs payments and Special Needs payments do count as receipt of aid towards a recipient’s CalWORKs 48-month time limits. Because CalWORKs FR cases are now eligible to receive temporary HA benefits, these aid codes need to be added to the TRAC system so that all counties can appropriately track time-on-aid information for recipients in CalWORKs FR cases that receive temporary HA benefits. Attachment One reflects how the TRAC system is being modified to capture information on recipients of CalWORKs FR cases with the aid codes 4P and 4R who receive temporary HA benefits, which are subject to the CalWORKs 48 month-time limit. Proper time-on-aid tracking of CalWORKs FR cases should begin prospectively as soon as these aid codes are added to the TRAC system.

Federal Temporary Assistance for Needy Families (TANF) regulations consider HA benefits to be non-recurrent short-term benefits, not assistance, and therefore the issuance of HA benefits does not tick the federal TANF clock. Please see County Fiscal Letter No. 19/20-21 for claiming information for FR cases that receive temporary HA benefits.

If you have any questions regarding CalWORKs FR cases or time limits, please contact the CalWORKs and Family Resilience Branch at (916) 657-2128. If you have any questions about HA, please contact the Housing and Homelessness Bureau at (916) 651-5155 or Housing@dss.ca.gov.

Sincerely,

Original Document Signed By:

Jennifer Hernandez
Deputy Director
Family Engagement and Empowerment Division

Attachment
## ATTACHMENT ONE

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<th>PGM Type CD</th>
<th>AID CD</th>
<th>Start Date</th>
<th>End Date</th>
<th>PGM PT TYP TXT</th>
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<th>TANF 60 FG</th>
<th>CW 48 FG</th>
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<td>33</td>
<td>4P</td>
<td>1/1/18</td>
<td></td>
<td>TEMP HOME, Homeless Assistance – Temporary Shelter. CalWORKs Family Reunification – All Families Provides for the continuance of CalWORKs services to all families except two parent families, under certain circumstances, when all children have been removed from the home and are receiving out-of-home care.</td>
<td>S</td>
<td>N</td>
<td>Y</td>
<td>N</td>
<td>N</td>
</tr>
<tr>
<td>33</td>
<td>4R</td>
<td>1/1/18</td>
<td></td>
<td>TEMP HOME, Homeless Assistance – Temporary Shelter. CalWORKs Family Reunification – Two Parent Provides for the continuance of CalWORKs services to two parent families, under certain circumstances, when all children have been removed from the home and are receiving out-of-home care.</td>
<td>S</td>
<td>N</td>
<td>Y</td>
<td>N</td>
<td>N</td>
</tr>
</tbody>
</table>

### WDTIP/TRAC REFERENCE CODE DEFINITIONS

**Program Type Code (PGM Type Code)** – A code identifying a category of program benefits that a person or group of people can apply for and receive from an agency.

**Aid Code (Aid CD)** – MEDS aid code used to track the type of aid for which a client receives.

**Start Date/End Date** – The date data begins, and stops being tracked.

**Federal or State Indicator (FED/STATE ONLY IND)** – Indicates whether benefits are funded by federal or state funds.